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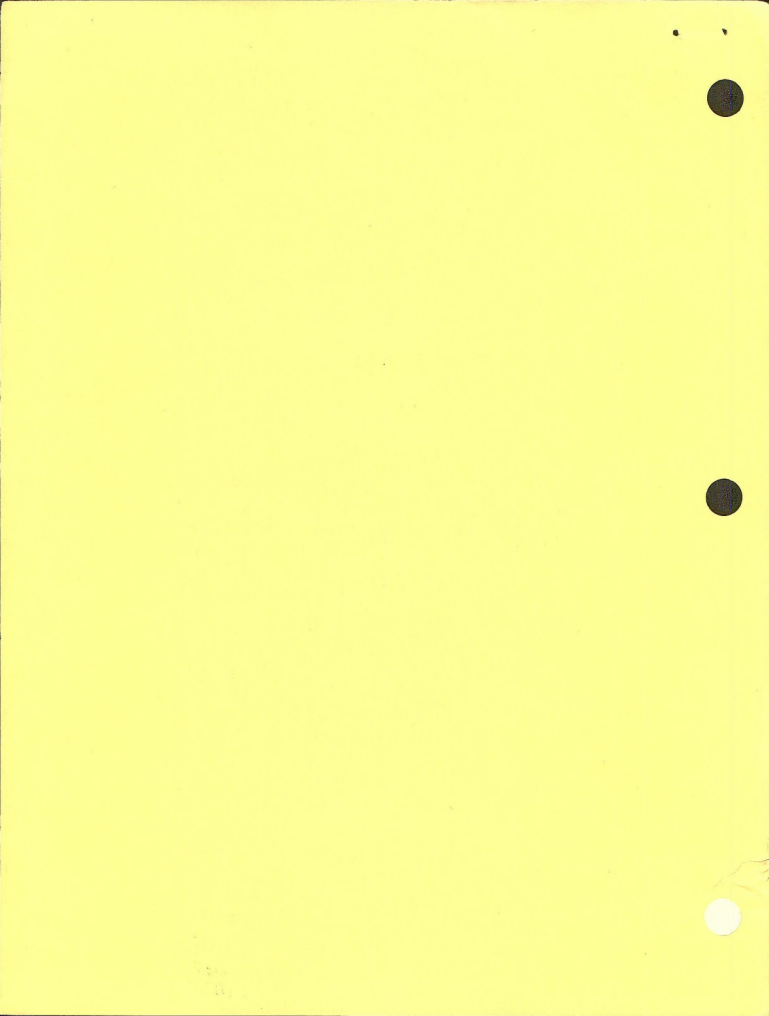
ANNUAL WORK PLAN

ADVICES

(DIRECTIVES)

U.S. DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT

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1972





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IN REPLY REFER TO:

United States Department of the Interior

1631 (560)

BUREAU OF LAND MANAGEMENT
WASHINGTON, D.C. 20240

APR 30 1971

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1972

Instruction Memorandum No. 71-131

Expires: 6/30/72

To: SD's, SCD's, Mgr.-ESLO, BLM D-BIFC, Mgr. OCSO

From: Director

Subject: Fiscal Year 1972 Annual Work Plan Advices (Directives)
FD: 6/7/71

The enclosed AWP Advices are for the preparation of your FY 1972 AWP-Operating Budget. Enclosed are tables for each State or Office showing direct cost targets and man-month ceilings by subactivity and total T/O permanent positions.

Prepare your AWP on a program basis.

The introduction portion of the Advices outlines general requirements that must be followed in compiling your AWP.

Continue emphasis on increasing employees productivity through sound personnel practices. Particular attention must be given to acquiring the skills that are needed for the job and to fully utilize existing skills. The Personnel Correlation Report should be used for this purpose and will be furnished by DSC on request.

Identify in your AWP narrative any instances where allocations (cost targets and manpower) are inadequate to accomplish your required on-going work and specific commitments listed in these Advices. Do not prepare AWP's with "built-in deficits." Narratives should explain which work will not be accomplished due to inadequate resources; also define the impact of this on the total State program.

A checklist of items requested in the AWP Advices and BLM Manual Section 1631 has been provided to aid you in preparation of your submission. Provide information requested, mark items on the checklist and enclose a copy of marked-up checklist with your AWP submissions. All requirements of BLM Manual Section 1631 must be met. An advance copy of the revised 1631 Manual Section has been furnished under separate cover.

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Denver, CO 80225

The total AWP submission will be sent to the Denver Service Center,
Attention: Division of Financial Management (D-820), to be
received there by June 7, 1971.

John O. Crow

Associate Director

Enclosure - 1972 AWP Advices

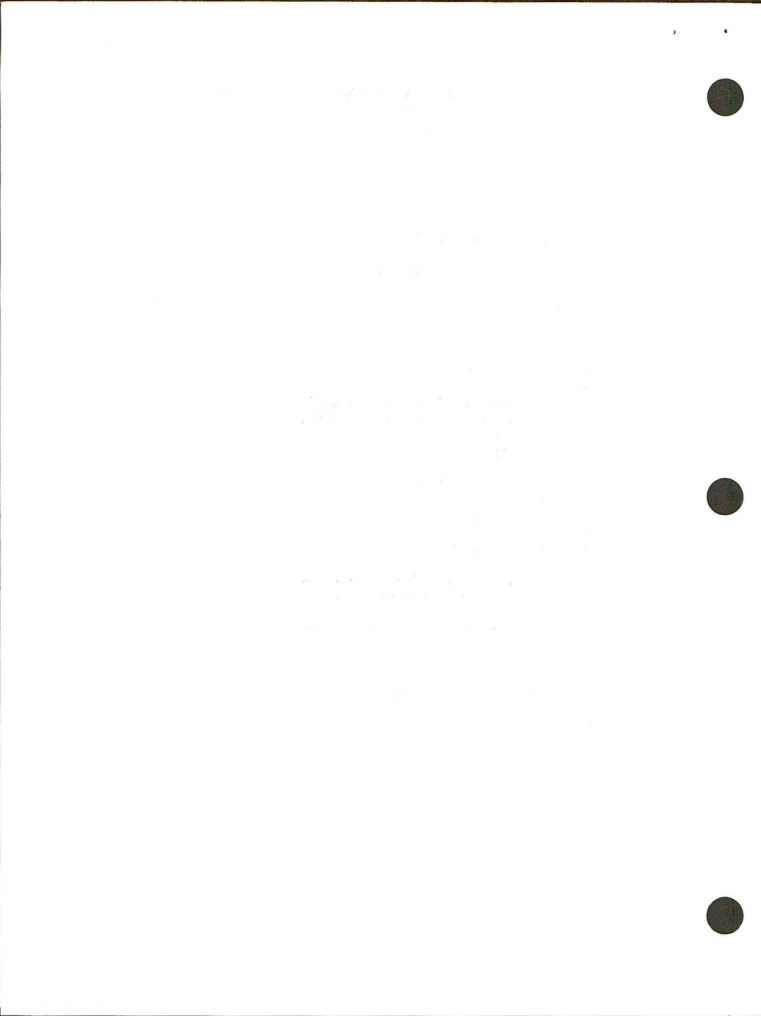


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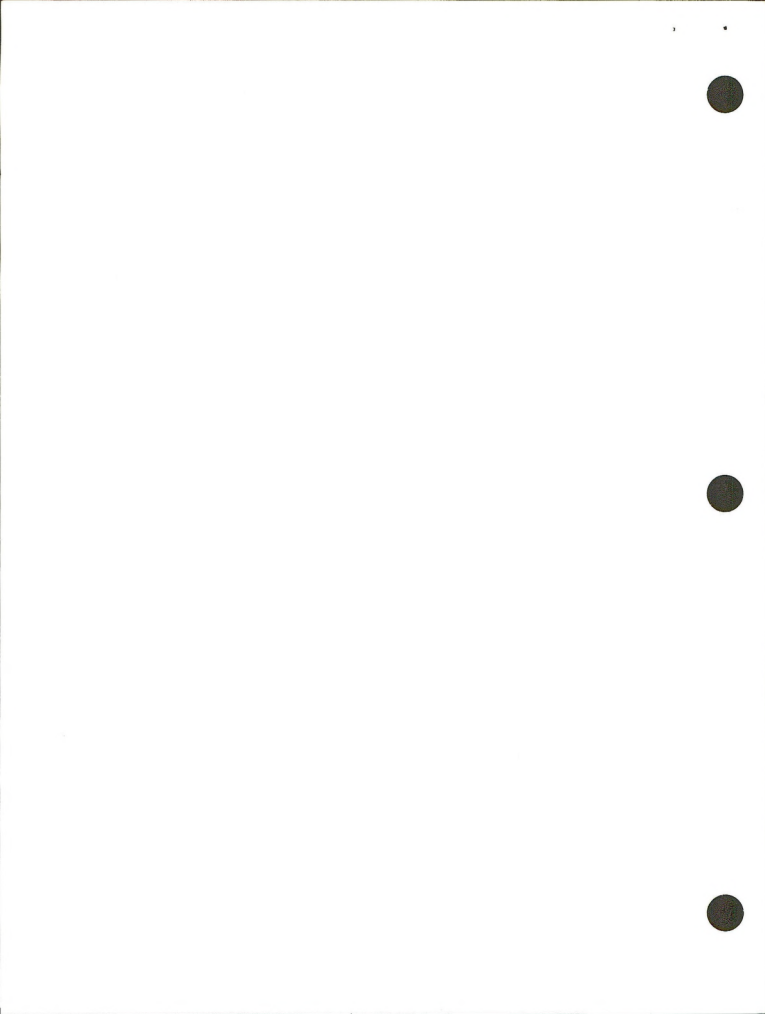
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FY 1972 AWP ADVICES (DIRECTIVES)

Checklist of Requirements

Complete this checklist and include as part of your AWP Submission.

<u>Item</u>	Check if Included
1. Complete forms and narratives as required by BLM Manual Section 1631.12C and D.	
a. One copy each AWP for the State Office and each District or other office (Form 1630-1)	()
b. One copy of State Equipment Budget with Justification (Form 1630-7)	()
c. One copy of Table of Organization	()
d. Three copies of State consolidated narrative statements	()
e. Submission dated, bound and organized into sets (1631.12C and D)	()
f. One copy of State Travel Estimate (Form 1610-26)	()
2. Narrative Statements of the AWP as required by BLM Manual Section 1631.11C.	
a. Construction Project list (1631.11D2)	()
b. Work funded from sources other than direct appropriation list (1631.11D3)	()
c. Special Project Areas (1631.11D4d)	()
3. Submissions requested in General Advices.	
a. Water Quality sampling estimate	()
b. Information on Access Maps and Exhibits	()
c. Training, Meetings and Workshop Schedules	()
d. Radio Communications Replacement Schedule	()

INTRODUCTION

1. Annual Work Plan Advices are composed of three major parts:
 - a. General Advices (appropriate to all States and Offices).
 - b. State Advices (appropriate to specific States only).
 - c. Distribution of Direct Costs and Man-months, etc., (appropriate States and Offices).
2. Your AWP will be prepared on a program basis rather than by activity. BLM Manual Section 1631 - Annual Work Plan - Operating Budget, has been rewritten to implement that change. An advance copy is being mailed each addressee. BLM Manual Section 1634 - Work Job Code Definitions, has also been modified. The changes are as follows:

The following work-job codes are added:

- 3006 - Public Affairs and Assistance - Review of Other Agencies Environmental Statements, with subactivities: 1210, 1215, 1220, 1230, 1240, 1260, 1270, 1280, 1285, 1290, 1600, 1700, 5210, 5230.
- 3806 - Use Authorizations - Preparation of Environmental Statements with subactivities: 1210, 1215, 1220, 2220, 1230, 1240, 1250, 1260, 1270, 1280, 1285, 1290, 1520, 1600, 1700, 2110, 2120, 2210, 2230, 3100, 5110, 5120, 5220, 5230, 5310, 5320, 7100, 7110, 8100, 8200, 9110, 9120, 9130, 9140, 9200, 9400, 9500, 9600, 9700, 5210.
- 8050 - Maintenance - Signs with Activity 3100 and subactivity 5110.

Note: All MLR work-job codes will be good with 1920 Contractual Reimbursements.

The following work-job codes are deleted:

- 6450 - Program facilities - Signs, with subactivities 1270, 2110, 2120, 5120, 5210.
- 8050 - Maintenance - Signs, with subactivities 1270, 2210, 2220, 2230, 5210, 5310, 5320, 9130, 9140, 9200.

Note: Subactivities 9310 and 9320 will be eliminated in their entirety.

INTRODUCTION (CONT.)

The Annual Work Plan form is revised to allow input of "Program Code."

The Equipment Budget form is revised to show the property number of equipment to be replaced, and receiving office.

3. It is essential that programs and priorities approved by the Director and Secretary and as considered by Congress be emphasized and accomplished in the manner proposed in these Advices. Any proposed deviations from these priorities must be justified in the narratives.
4. Each State Director is responsible for:
 - a. Analyzing the consolidated State AWP submission to assure that all requirements of BLM Manual Section 1631 have been met;
 - b. Assuring that consolidated State narratives have been prepared for all programs;
 - c. Assuring that all Specific Advices and commitments set forth in these AWP Advices are included for accomplishment in his State, or that reasons for not including them are spelled out in the narrative.
5. Since your AWP submission will be on a program basis, additional effort is needed to insure that the total man-month ceiling and/or cost targets for each subactivity are not exceeded.
6. Cost targets shown on the tables are based on the assumption that unliquidated obligations brought forward at July 1, 1971, will be equal to the unliquidated obligations at June 30, 1972. Unliquidated obligations at June 30, 1971, by work code for all activities and subactivities will be furnished about August 23, 1971. Upon receipt of this data, each office will make any necessary revisions to planned costs resulting from carryover balances, or anticipated changes in unliquidated obligations and stores, between July 1, 1971, and June 30, 1972.
7. Prepare your AWP's considering only the cost of direct man-months to be actually worked. Leave surcharge has been deducted from cost targets shown on the tables. Since cost targets include allowances for the recent (January 1971) pay raise, your man-month cost experience for use in AWP preparation must be based on the experience reflected in the cost reports for the period since January 1, 1971, only. You will receive a work code cost report for April. The difference between the year to date cost on this report and the December report will provide you with the proper cost experience figures.

INTRODUCTION (CONT.)

8. States are responsible for accomplishing work in the Operating Budget at the lowest possible cost consistent with appropriate standards. It is essential that all levels of management be alert to reducing the overall cost of units of work.
9. Filling new positions allocated above the FY 1971 ceiling is dependent upon approval of ANP.
10. Again, it is emphasized that accurate coding of time reports, and obligation documents is mandatory. State Directors and District or other office managers are responsible for assuring that time reports and obligation documents for their organizational units are coded accurately under the cost accounting system.
11. Most States had Soil and Watershed and Wildlife Development Projects deferred this spring. Funding of these is being handled on a Bureau-wide, pro-rata basis.
12. Each State should request a complete job listing from the Job Documentation Report master file to assist in developing an annual maintenance schedule by State/District. This list will be used to determine maintenance needs for 1260, 1285, 8100, and 8200 practices completed in prior years.
13. The Small Business Administration has special authority under Section 8(a) of the Small Business Act, 15 USC 637(a)(1), to enter into contracts with Federal agencies and then to sub-contract the work to eligible minority owned small business firms. The Bureau is committed to setting aside selected projects for Section 8(a) contracting. State Directors should identify in their submissions projects which are susceptible of successful performance under the 8(a) contracting program, so that the Washington Office later can inform Service Center Contracting Officers of approved projects. The projects selected should (a) be of ordinary priority, (b) be technically uncomplicated, (c) in the \$5,000 - \$25,000 cost range, (d) should not require use of a large number of pieces of equipment, and (e) of such nature that a 3-month lead time between approval of the ANP and commencement of work is available. (This means that work does not have to start until late fall or spring.)

INTRODUCTION (CONT.)

14. The Job Documentation Reporting System will be used during FY 1972 to develop more accurate program planning and improved Annual Work Plan Management.

Preparation and submission of the FY 1972 AWP should include a review of the following:

1. Form 7330-11a Job Documentation Report Instructions.
2. Instruction Memorandum No. 70-306.
3. Instruction Memorandum No. 70-306, Change 1.
4. ^{Information} Instruction Memorandum No. 71-43.

Beginning July 1, 1971, each State Office should obtain a complete job listing from the Director (310), Denver Service Center to:

1. Develop a systematic inspection and maintenance schedule of existing projects.
2. Prepare appropriate abandonment or correction reports on existing projects.

During FY 1972 each State should plan to:

1. Include all appropriate job numbers on bid information sheet (Form 1510-5) and final contract payment certificates for all construction and land treatment.
2. Code time and material cost to the work-job code level.
3. Assign one person in each district responsible for review and submission of JDR's to ADP, Denver Service Center.

- Delete*
15. An environmental analysis will be made as part of the planning process for all programs, projects, and actions significantly affecting the quality of human environment. Program the inputs necessary to comply with Advices or procedures, i.e., Manual Sections 1791, 2031.

INTRODUCTION (CONT.)

16. As the result of Environmental Policy Act and E.O. 11514, water quality sampling should be included as a part of all chemical treatments having a possibility of entering a water system. This will necessitate the added expense of collecting and analyzing water samples before, during, and after the application of pesticides, herbicides, fungicides, fertilizers. If the chemicals applied are found in the water, additional samples may be needed. Cost estimates for analysis of each sample may be approximately \$30. These are to be included as part of the treatment cost.
17. All District Offices are to prepare an estimate in the first third of the number of locations in which water quality data are needed in connection with the following:

Chemical treatment	_____
Disturbed areas	_____
Recreation high use areas	_____
Fish & Wildlife Habitat areas	_____
Other	_____
Total	_____

Assumptions:

1. Estimated to take 2 man-days per district to make the estimate.
 2. This information is to be used for future year program estimates.
 3. Cost of taking samples with BLM personnel and analysis of samples by other organization is to be funded by activity concerned. (Personnel cost plus \$30 for analysis.)
18. BIFC and each State Office submit a list, by Project, by Activity, of what engineering assistance you will require of either the Portland or Denver Service Centers.

Indicate if the Service Centers have been contacted to provide this assistance.

Service Centers should submit a list of projects for which they plan to provide assistance.

EVALUATIONS

Each State Office shall perform general program evaluations in a minimum of one-half of its Districts in accordance with BLM Manual 1240 during FY 1972. The GPE's should be conducted in the context of management rather than a grouping of functional evaluations.

States and Districts having detached area offices shall also program functional evaluations as needed.

Service Center and BIFC participation in evaluations will be included in the Washington Office evaluation schedule to be issued as a supplement to these instructions.

INFORMATION, EDUCATION, INTERGOVERNMENTAL
COOPERATION AND PUBLIC AFFAIRS

The President's Budget for FY 1972 contains a reduction in funds planned for information and education activities in the Bureau. This is part of a Government-wide effort to reduce expenditures for publications, exhibits, and certain other information materials. To conform to this reduction, States will no longer prepare or print public access maps. We are presently exploring the possibility of a self-sustaining sale program. We will keep you advised. All exhibit work will be canceled except for the Johnny Horizon Exhibits. In addition, handout copies of speeches made by Bureau officials in the field and Washington will be reduced in numbers.

Provide the following FY 1971 information for Public Access Maps and Exhibits:

1. Public Access Maps

<u>Cost of</u> <u>Preparation</u>	<u>Cost of</u> <u>Printing</u>	<u>Units</u> <u>Produced</u>	<u>Cost Sharing</u> <u>(Specify cooperator)</u>
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2. Exhibits

<u>Description</u>	<u>No. of</u> <u>times Used</u>	<u>Estimated Cost</u> <u>(Include manpower)</u>	<u>Impact of dis-</u> <u>continuing</u>
--------------------	------------------------------------	--	--

JOHNNY HORIZON PROGRAM

Lead Interior agencies have been designated by the regional coordinators to direct Departmental Johnny Horizon Program efforts. The BLM has the major responsibility in Western U.S.

Responsibilities include working closely with State agencies and private groups to incorporate the Johnny Horizon Program into their respective programs. Several key private groups could assist the Bureau by providing liaison with the general public wanting to participate in Public Land cleanup projects.

Develop close coordination with other Interior bureaus, particularly on Johnny Horizon Environmental concepts, on-going year-round cleanups, and the annual Johnny Horizon Countryside Cleanup Days.

Develop a plan of operation for the third Johnny Horizon Countryside Cleanup Days - September 18 through October 18.

COOPERATIVE RELATIONS

Title III of the Intergovernmental Cooperation Act of 1968 encourages government agencies to provide specialized or technical services on a reimbursable basis when requested by State or local governments. Consider known requests and FY 1971 experience in developing your AWP's. See BLM Manual Section 1787.

The Intergovernmental Cooperation Act of 1968 and implementing OMB circulars require notice (through clearinghouses) to State and local governments regarding significant construction of Federal works and installations, acquisitions, disposals, and changes in use of land. See Instruction Memo No. 70-310. Insure adequate lead time for such notice.

Identify to the degree possible major State, regional, or national non-government meetings that could involve BLM participation in FY 1972. With respect to each meeting: (1) give justification of BLM participation, (2) estimate number of people to attend, and (3) give travel, per diem and salary costs, and total. This identification is for advance planning only. Specific authorizations will be made as provided in BLM Manual Section 1400-415 "Attendance at Meetings."

LEGISLATION & REGULATORY MANAGEMENT

Plan for the preparation of background data, impact statements, and in-depth analysis of legislation, legislative proposals, and proposed regulations. In addition, plan for explaining such proposals to the public and other agencies. We suggest that a minimum of two man-months per State be programmed for the work.

EQUAL EMPLOYMENT OPPORTUNITY

Each Bureau office will comply with EEO affirmative action items outlined in BLM Manual Section 1400-713 and as directed in Executive Order 1147A. Schedule time for completing required reports, developing supplemental action plan, initiating special recruitment, training, community participation, counseling services and other requirements, as specified. Each State and Service Center is to identify in its narrative the man-months necessary to carry out their EEO program.

TRAINING

The FY 1972 Training Catalog will be used to prepare an Annual Work Plan for training. Training proposals should be objective-oriented and limited to meet the needs of the Bureau, group, individual career development, and to correct deficiencies that inhibit AWP accomplishments. Omissions critical to these needs should be submitted on Course Outline form for approval by the training committee. Requests for unprogrammed training will require approval by the training committee and the Director. *FY 1972 Catalog will be transmitted under separate cover.*

Each State will submit a consolidated schedule of Bureau, Other Government, and Non-Government training selected from the Training Catalog and supplements thereto. Also, submit a similar schedule for all planned intra-State training not in the Training Catalog. When approved, these schedules will become the AWP for training and may only be amended through AWP procedures. Submit your consolidated training schedule in the following format:

Course			Participants		Cost		
Subactivity	No.	Name	No.	MM	Travel	Per Diem	Other
		<u>Bureau</u>					

		<u>Other Government</u>					

		<u>Non-Government</u>					

In addition, specifically identify the training necessary to carry out EEO requirements.

The following meetings or workshops have been included as a supplement to the Bureau Training Catalog:

- ✓ Bureau Watershed Workshop
- Bureau Range Specialist Workshop
- Bureau Wildlife Specialist Workshop
- Bureau Planning Conference
- Policy Guidance Workshop
- Economic Supplement Workshop
- Resource Economics Workshop
- Safety Management Program
- Cartographic Workshop
- Cadastral Survey Workshop
- Engineering Workshop
- Communication Workshop
- Signs Workshop
- I&E Conference
- ASP-ACSM Convention (California)
- AASHO Conference "
- WASHO Conference "
- ASCE Meeting "
- ACSM Conference "
- ✓ U.S.G.S. Watershed Seminar
- Lands and Minerals Adjudication Workshop
- Land Status Record System Workshop
- Lands Conference
- Data Preparation Workshop

Recreation Workshop

✓ *Evaluation Workshop*

Each State will prepare a consolidated schedule of meetings and workshops for which attendance by State or District personnel is planned during FY 1972. This schedule will also include proposed State/District workshops or meetings. Upon approval, the schedule will become a part of your AWP and may only be amended through AWP procedures.

Submit the consolidated schedule in the following format:

Subactivity	Meeting/Workshop	Attendance	
		No.	M/M

Requests for attendance of professional society and other conferences will be submitted for approval by the Director as in previous years.

EQUIPMENT

Management

Keep equipment purchases to the minimum needed to accomplish your program. All new equipment (other than replacement) requested must be supported with a narrative justification.

Utilization

The Bureau must manage and utilize equipment to the maximum extent possible and economical without creating a safety hazard or jeopardizing program accomplishment. Consideration of exchange/sale or trade-in to reduce costs of new procurement should always be considered.

Proper utilization of equipment extends to the rental of vehicles from GSA Motor Pools. All Bureau offices are responsible for continuous management review to ensure that vehicles rented from GSA Motor Pools are being properly and sufficiently utilized to justify the rental.

Standards

Generally, equipment replacement standards have been revised to insure that consideration is given to reconditioning rather than purchase. Government-wide use standards are being issued to establish minimum use standards justifying retention, replacement or purchase of new. Replacement standards and use standards are published in the Federal Property Management Regulations which are distributed to all offices.

FPMR replacements and use standards are revised from time to time. Offices should insure current FPMR is being used.

Current FPMR Standards and Bureau Instructions

	<u>FPMR Replacement Standards Reference</u>	<u>FPMR Use Standards Reference</u>	<u>BLM Instruction Memoranda</u>
Motor Vehicles	101-25.402	101-39.9	67-137
Materials Handling Equipment	101-25.405	--	--
Office Furniture & Furnishings - Standard	101-25.105 & 404	101-25.302	--
Executive	101-25.104 & 404	101-25.302-1	--
Typewriters Standard	101-25.104 & 403	--	--
Electric	101-25.104 & 403	101-25.302-3	--
Filing Cabinets	Proc. restricted by 101-25.104-2	101-25.302-2	
Portable Computing Machines	101-25.403	101-25.302-4	--
Motor Vehicle Gasoline	--	Temporary Regulation E-12	70-369
Communications Equipment	--	--	BLM Manual 9124

Exchange/Sale or Trade-in

Certain types of equipment may be traded in or sold, with proceeds applied toward the purchase of new replacements. Refer to BLM Manual 1527, FPMR 101-46.1, 2, 3, 4, and 101-46.49. The exchange/sale or trade-in method should be utilized to the maximum extent when regulations permit. Such transactions should be coordinated with appropriate SC, Division of Administrative Services.

COMMUNICATIONS

General

The increasing unreliability of the Bureau's radio communication systems dictates that a concerted replacement program must be instituted during FY 1972 and carried forward with a target date of reaching an acceptable standard by the end of FY 1975. Equipment purchases will be charged to the benefiting activity.

SUMMARY OF BUREAUWIDE RADIO EQUIPMENT OBSOLESCENCE

<u>State</u>	<u>Number of Units on Hand</u>	<u>Number of Units Obsolete</u>	<u>Percent</u>
Arizona	102	73	60
California	82	25	30.9
Colorado	169	130	76.9
Idaho	298	88	29.4
Montana	222	132	59.4
Nevada	290	182	62.7
New Mexico	157	98	62.4
Oregon	335	165	49.5
Wyoming	220	122	66.6
Utah	197	118	66.7
Bureauwide	2027	1133	54

Following is a list by State showing the equipment that is now obsolete and should be considered for replacement during FY 1972. If equipment cannot be replaced during FY 1972 considering your total program, replace the equipment that is the most expensive to maintain.

Furnish a FY 1972 through FY 1975 equipment replacement schedule. The schedule must provide for all equipment to meet or exceed BLM Manual radio equipment standards at the end of FY 1975. Use the following format:

<u>Fiscal Year</u>	<u>Type of Equipment</u>	<u>Number</u>	<u>Cost by Subactivity</u>	<u>Total Cost</u>

Equipment to be considered for replacement in FY 1972:

Arizona (State Office)

RECOMMENDED REPLACEMENT SCHEDULE

<u>Equipment Type</u>	<u>FY 1972</u>
Base Stations	3
Repeater Stations	2
Control Stations	7
Mobile Stations	31
Portable Stations	30

California (Susanville District)

Base Stations	1
Repeater Stations	-
Mobile Stations	7
Portable Stations	9

Colorado (State Office)

Base Stations	5
Repeater Stations	4
Control Stations	3
Mobile Stations	35
Portable Stations	35

Idaho (State Office)

Base Stations	1
Repeater Stations	1
Control Stations	3
Mobile Stations	16
Portable Stations	25

Montana (State Office)

RECOMMENDED REPLACEMENT SCHEDULE

<u>Equipment Type</u>	<u>FY 1972</u>
Base Stations	4
Repeater Stations	5
Control Stations	2
Mobile Stations	35
Portable Stations	35

Nevada (State Office)

Base Stations	5
Repeater Stations	2
Control Stations	2
Mobile Stations	35
Portable Stations	45

New Mexico (State Office)

Base Stations	4
Repeater Stations	1
Control Stations	2
Mobile Stations	30
Portable Stations	36

Oregon (State Office)

Base Stations	5
Repeater Stations	2
Control Stations	10
Mobile Stations	35
Portable Stations	25

Utah (State Office)

RECOMMENDED REPLACEMENT SCHEDULE

<u>Equipment Type</u>	<u>FY 1972</u>
Base Stations	5
Control Stations	8
Repeater Stations	1
Mobile Stations	45
Portable Stations	25

Wyoming (State Office)

Base Stations	3
Repeater Stations	-
Control Stations	5
Mobile Stations	35
Portable Stations	35

SAFETY

The Bureau's safety program will be greatly affected by the recent enactment of the Occupational Health and Safety Act (P.L. 91-596). Instructions will be issued as guidelines are promulgated by the Department of Labor.

State Offices

Expand your visitor safety programs according to manpower capabilities in areas of identification and control of hazardous exposure on public lands. Briefly outline the more critical needs and basic operating plan.

Program one State-wide safety workshop.

State Offices, Service Centers, BIFC, and ESLO

Review safety management activities in relation to compliance with the following minimum standards:

Emergency response and assistance to employees on field assignments.

Safe operation and maintenance of heavy equipment, including operator training and certification.

Safe use, maintenance, and storage of manual cutting tools.

Compliance with National, State, and local statutes, codes and regulations related to electrical, plumbing, heating, fabrication, and maintenance systems of BLM facilities and equipment.

Effective responses to emergency situations in all buildings occupied by BLM employees.

RESEARCH AND DEVELOPMENT

Contract funds for the listed projects will be held in the Washington Office. Additional information based on recommendations of Service Center and Washington Office Review Panels will be issued on individual projects. The amount of State support is an estimate and sufficient funds must be programmed within the State allocation.

<u>State</u>	<u>Sub-Activity</u>	<u>Contract Number Project</u>	<u>Funds Held in WO - \$</u>	<u>State Support \$</u>
Alaska	1250	53500-CTI-228(N) White spruce silvicultural study	36,000	8,000
	1260	(Contract number TBA FY 1971) Caribou-Poker Creek Project	6,000	--
Arizona	✓ 1260	14-11-0008-3180 Effective use of available moisture	25,000	4,000
	✓ 1260	14-11-0008-3181 Improvement of range watersheds and wild- life habitats	10,000	--
California	1230	14-11-0001-3872 Financial guides to reforestation alter- natives	12,000	--
	1230	53500-CTI-45(n) Protecting conifer seeds from rodents (Project will terminate June 30, 1972)	25,447	--
	1260	Off-road vehicle use	3,000	--
	1260	Equipment development	19,200	--
	1270	Equipment development	5,000	--

RESEARCH AND DEVELOPMENT (CONT.)

<u>State</u>	<u>Sub- Activity</u>	<u>Contract Number Project</u>	<u>Funds Held in WO - \$</u>	<u>State Support \$</u>
Colorado	1220	52500-CTI-12 Photosynthesis and carbohydrate budget	10,000	--
	✓ 1260	14-11-0008-2978 Badger Wash	28,500	2,500
Idaho	1220	Memorandum of Under- standing - Saylor Creek Experimental Range	--	6,000
	1260	14-11-0001-4162 Reynolds Creek	60,000	--
Montana	✓ 1260	14-11-0008-2861 Interagency frail lands study	28,500	4,000
	1285	14-11-0008-2870 Ecological effects of sagebrush control	40,000	5,600
	1285	14-11-0008-3255 Waterfowl production on reservoirs	4,000	--
	1220	Practical application of 35mm aerial photos for Range Studies	--	4,400
Nevada	1260	14-11-0001-4632 Infiltration studies (Project will termi- nate June 30, 1972)	24,750	--
	1285	14-11-0001-3779 Evaluation of big game habitat	9,500	--

RESEARCH AND DEVELOPMENT (CONT.)

<u>State</u>	<u>Sub- Activity</u>	<u>Contract Number Project</u>	<u>Funds Held in WO - \$</u>	<u>State Support \$</u>
New Mexico	1220	14-11-0008-2860	6,000	2,000
	1260	Grazing studies on foothill ranges	5,000	--
	✓ 1260	14-11-0008-2864 San Luis Watersheds (Project will termin- ate June 30, 1972)	36,700	--
	✓ 1260	14-11-0008-2853 Rehab. of creosotebush- mesquite infested ranges (Project will terminate June 30, 1972)	27,800	--
	✓ 1260	Memorandum of Under- standing - San Isidro Wash	--	500
	1285	14-11-0008-3254 Effects of mesquite control on scaled quail	9,200	--
Oregon	1230	14-11-0001-3551 Log grade and end- product recovery study	25,000	20,000
	1230	14-11-0001-4361 Development of rust resistant pines	11,000	--
	1230	53500-CTI-54(n) Fate of organic arsenical herbicides	6,640	--
	1260	53500-CTO-420(n) Serpentine derived soils	10,000	--
	5220	14-11-0001-4247 Principles of chemical silviculture	3,500	900

RESEARCH AND DEVELOPMENT (CONT.)

<u>State</u>	<u>Sub-Activity</u>	<u>Contract Number Project</u>	<u>Funds Held in WO - \$</u>	<u>State Support \$</u>
Oregon	5220	14-11-0001-4249 Animal damage control in reforestation	12,000	4,600
	5220	14-11-0001-4250 Hybridization of the genus <u>Pseudotsuga</u>	2,000	--
	5220	14-11-0001-3663 Tillamook intensive young growth study	20,000	40,000
	5220	14-11-0001-4637 Forest fertilization	7,500	--
Utah	✓ 1260	14-11-0008-2837 Juniper watershed study	32,000	--
Wyoming	1220	14-11-0008-2787	11,100	--
	1260	Arid land ecology and environmental studies	2,000	--
	1220	14-11-0008-2805	9,000	3,400
	1285	Evaluation of grazing management systems and wildlife (Project will terminate June 30, 1972)	5,000	--
	✓ 1260	14-11-0008-2889 Stratton Watershed studies	56,000	--
Washington Office	1230	Guides to management- modeling the timber system	48,000	--
	1260	Literature Reviews	1,650	--
	1285	Literature Reviews	2,500	--
	1270	Effects of fire retard- ants on fish	20,000	--

PLANNING - *All amended*

General

Planning system work in FY 1972 should be directed toward goals stated in the FY 1973 Package Advices and the Program Outlook Guide.

Quality planning system components (both development and maintenance) should be a 1972 Fiscal Year goal. Consideration must be given to improving data and filling information voids in your planning system component documents.

Public Coordination

Each office should evaluate the need for increased public participation in the planning system and its capability of meeting it in FY 1972. Priority should be given to meeting the public participation requirement.

1110 - TITLE, LEASE AND RECORDS SERVICE
1210 - LAND CLASSIFICATION AND MINERALS EXAMINATION

1210 INCREASES

We expect to receive 4 program increases in the 1210 subactivity in FY 1972. They are (1) Improved Land Services, for the reduction of lands case backlog, (2) Improved Land Appraisal, (3) Surface Protection, and (4) North Alaska Land Use Plan. You are expected to use the increase man-months for work consistent with the intent of the increase. Do not use the increases in an effort to stop erosion of the base programs due to rising costs.

LANDS

General

The expiration of the C&MU Act brings us to a new point in the lands program. We need to go forward with a positive thrust that will meet lands needed for development in local public or private ownership, and land tenure adjustments necessary for the Bureau's resource management programs.

Lands Priorities

Work should be planned in the following descending order of priority:

1. Make an environmental analysis for all land use actions. Plan to meet with potential R/W users of public lands to assess future R/W needs and inform the potential user of the environmental information needed.
2. Completion of the work necessary to meet demonstrated needs for public land for community expansion, and for development of uses under the R&PP Act, and for industrial, commercial, and residential uses. This includes lands work initiated by public demand applications or Bureau motion necessary to meet those demonstrated needs. It also includes work necessary to reduce the accumulated unclosed land cases. Plan to reduce this backlog to a pipeline basis by the end of FY 1976.
3. Lands resource inventory work needed to assure full consideration of the resource values in the Bureau's multiple-use planning. Emphasize lands inventory work for those geographical areas that would contribute the most toward solving lands problems.

4. Completion of Lands Resource Activity Plans for areas where Management Framework Plans show the need for land transfers or land tenure adjustments.

Additional Work Items

1. Lands Trespass: Public Sale Law of September 26, 1968 - P.L. 90-516 (Unintentional Trespass) - expires September 26, 1971. Take appropriate measures prior to expiration of this law, especially in those geographical areas having concentrated occurrences of unintentional trespass, to assure that the public and potential applicants are informed about this law and the opportunity to file applications.
2. Lands Conference: A one-week Lands conference will be held for the purpose of coordinating the implementation of the thrusts in the lands program under the new State Office organization. Each State Office should plan for the attendance of two staff members having the primary responsibilities for Lands and Realty programs.
3. Protective Withdrawals: Consider proceeding with protective withdrawals for areas having critical resource values but not covered by C&MU Act segregation.

MINERALS

General

The minerals program should continue to shift from an individual-initiated or reaction-oriented effort to a Bureau motion, orderly management program. Review mineral resource applications on the basis of whether the mineral resource should be developed in that place, manner and time, and if so, under what terms and conditions. Base decisions and recommendations on technical, social, environmental, economic, and demonstrated regional or national needs.

Minerals Priority Work

Work should be planned in the following descending order of priority:

1. Mineral leasing applications, including surface protection requirements, and geothermal resource conversion leases.
2. Material Sales and Free Use - Identification and establishment of community pits, including surface protection requirements.

Minerals Priority Work (Cont.)

3. Mineral patent applications and mineral conflicts including contest proceedings. These actions should be processed in accordance with Instruction Memo No. 69-385, December 19, 1969, FY 1972 Program Advices, and FY 1971 Preliminary AWP Advices, page 23.
4. Mineral resource inventory work needed to assure full consideration of the resource values in the Bureau's multiple-use planning. Each State should complete 50% of its mineral resource areas (high potential areas, see BLM Manual Section 3030.5(D)) by the end of FY 1972.

Additional Work Items

1. Surface Protection

State allocations for surface protection are given in the Specific Advices.

Almost any lease or disposal action may require specific environmental protection stipulations. This includes oil and gas, geothermal steam, material sales, and any disposal on privately owned lands with minerals reserved to the Federal Government.

Discuss in detail in your narrative your surface protection workload in terms of man-months programmed vs. needed.

2. Geothermal Resources

Under authority of the Geothermal Steam Act of 1970 and anticipated implementation of leasing regulation by July 1971, California, Nevada, and Oregon should plan for 1-3 competitive geothermal lease sales during late FY 1972. Technical field examination similar to those required under 43 CFR Part 23, will be required prior to lease offerings. Environmental impact statements and hearings under the National Environmental Policy Act of 1969 may also be required. Applications to convert existing oil and gas leases or mineral permits or mining claim rights to geothermal leases as provided by section 4 ("Grandfather" Clause) of the Act must be promptly adjudicated.

Additional Work Items (Cont.)

3. Oil Shale Development Planning - Colorado, Utah & Wyoming

Essential resource planning should begin before any oil shale leasing program is initiated. Plan necessary effort to perform preliminary land use development planning for those areas in which the initial oil shale development is likely to occur. At a minimum, a multiple-use study should be commenced in FY 1972 to (1) develop guidelines for both the minerals and related land-use development in those oil shale basins most likely to be the first developed, (2) evaluate probable extraction methods relative to the prevention of pollution and damage to other resources, as well as the total environmental effects, and (3) analyze water, utility, transportation, communication, and land development requirements which would be a by-product of major industrial developments in the oil shale regions.

4. Minerals Trespass

Continue to process those cases where potential damages exceed cost of prosecution, where trespass is interfering with current or prospective Federal, State, or local projects, or where prosecution of flagrant or highly visible trespasses may discourage future trespass. Give top priority to prosecuting those identified mineral or mineral material trespasses in existence on July 18, 1966. The six-year period of the statute of limitation provided by P.L. 89-505 expires on July 18, 1972.

Placer Sampling Equipment

Several proposals to purchase placer sampling equipment, specifically the Denver Gold Saver, have been reviewed. The Bureau might purchase one or more in FY 1972. Each State and Service Center should submit estimates on how much use (in terms of numbers of samples to be processed) they would have for such equipment in FY 1972 and 1973. Consider the possibility of location of equipment in Denver Service Center, Folsom, California, and Phoenix, Arizona.

Indicate whether you could purchase this equipment out of your FY 1972 cost target or contribute a pro rata share for their purchase by Service Centers or other States for shared use. If so, you may include it in your equipment budget for

Placer Sampling Equipment (Cont.)

consideration based on your anticipated use. Cost of the equipment including accessories and transportation is approximately \$2500. Questions should be referred to the Washington Office, Division of Minerals (310).

LANDS AND MINERALS RESOURCE TRAINING PROGRAM

Continued emphasis will be placed on training to increase the quality and quantity of lands and minerals resource and realty work to meet both immediate commitments and long-term goals. (See Instruction Memo No. 70-195, June 19, 1970, and FY 1972 training catalog.) The Phoenix District will conduct the following training sessions in FY 1972.

- A. Beginning L&M Resource Management for Beginning Lands Professionals (See Specifics.)
- B. Advanced L&M Resource Management Seminar for State Office Lands and Minerals Staff. Approximate date: February 1972 (one week duration. Planning instructions: each State may plan for the attendance of two persons (one Lands and one Minerals), DSC for three (Mineral staff), and Oil Shale Project for the three supervisory mining engineers. Travel and per diem costs will be planned and paid for by the Phoenix District.
- C. Intermediate L&M Resource Management Session for Area Managers and District Resource Management Chiefs that have heavy responsibilities in the L&M programs. Approximate date: March 1972 (three weeks). Planning instructions: attendance will be limited to approximately 15 participants. Nominations and selections of trainees will be in accordance to procedures in Instruction Memo No. 70-195. Travel and per diem costs will be planned and paid for by the Phoenix District.
- D. Intermediate L&M Resource Management Sessions for experienced Realty Specialists and Mining Engineers. Approximate date: January and April 1972 (five weeks each). Planning instructions: attendance will be limited to approximately 18 participants at each session. Nomination and selection of trainees will be in accordance with Instruction Memo No. 70-195. Travel and per diem will be planned and paid for by the Phoenix District.

Lands and Minerals Resource Training Program (Cont.)

- E. Lands and Minerals Adjudication Seminar - Directed toward State Office Lands and Minerals land law examiners. Approximate date: May 1972 (two weeks). Planning instructions: each State should plan for the attendance of those persons responsible for lands and minerals adjudication. Travel and per diem costs will be planned and paid for by the Phoenix District.
- F. Placer Examination Techniques Seminar for Bureau mining engineers and geologists. For description of course, see Training Catalog. Approximate dates: January, March, and May of FY 1972 (two weeks each). Attendance will be limited to approximately 20 participants per session. Tentative location is the Folsom District Office. Each State may plan to participate in each session on a pro rata basis whereby all mining engineers and geologists significantly involved with placer examination work will attend the Seminar. Travel and per diem costs will be planned and paid for by each State.

LANDS AND MINERALS ADJUDICATION WORKSHOP

Each State Office should plan one man-month for participation in efforts to improve the adjudicative functions and procedures to meet new and changing conditions. These efforts will include a one-week workshop with Washington Office, Service Center, and State Office inputs to develop and prepare the material needed for the Adjudication Seminar.

1220 - RANGE MANAGEMENT

First consideration must be given to use authorizations (Work-Code 3800). Continue to streamline as much as possible to reduce costs.

Next, provide for AMP supervision (WJC 4065) and evaluation and revision (WJC's 2430 and 2439) to meet manual requirements.

De-emphasize use supervision of allotments not yet covered by AMP's (WJC 4051). Conduct only that supervision which is deemed absolutely necessary and justifiable.

Program new AMP's which can be accomplished without sacrificing the above requirements.

Appropriate States plan 1 man-month for each individual selected to participate in the intensive grazing system training under Gus Hormay.

Identify, by proposed date and type of training, assistance needed from Gus Hormay.

Plan sufficient man-months for attendance of personnel at training sessions.

RANGE IMPROVEMENTS

General

Utilize funds to construct range improvements necessary to implement AMP's and to meet needs as outlined in AMP's which have been implemented. Maintenance of facilities work in these activities will be limited to projects which facilitate livestock use. Wildlife and other necessary use requirements must be considered in construction and maintenance of range improvements.

1230 - FOREST MANAGEMENT, WESTERN OREGON
1240 - FOREST MANAGEMENT, PUBLIC DOMAIN
1250 - FOREST DEVELOPMENT, PUBLIC DOMAIN
5220 - FOREST DEVELOPMENT, WESTERN OREGON
5230 - FOREST MANAGEMENT, WESTERN OREGON
9600 - BLISTER RUST CONTROL
9700 - FOREST PEST CONTROL

1230 Forest Inventory

1240

5230

Proceed with instructions outlined in Instruction Memo 70-428, to adopt a 4-year instead of a 2-year schedule for completing a P.D. Forest Management System by the end of FY 1975.

Montana, Wyoming, and Colorado will initiate inventories in FY 1972. In FY 1973, California and Idaho will also be involved.

In addition to manpower requirements listed in the Specific Advices, Montana, Wyoming, and Colorado should plan 2 man-months for inventory work at the State Office level.

All five states are responsible for acquiring adequate photos, maps, and other miscellaneous equipment as needed for inventory work. In the remaining states, inventories will be maintained on a current basis unless otherwise indicated in Specific Advices.

Management Plans

Management plans will conform to the BLM planning system. As reliable timber inventory data is available, forest management plans will be prepared which include intensive timber management practices and multiple-use benefits such as wildlife habitat, recreational reserves, watershed, etc., and show the timber producing values foregone to provide for such uses.

Forest Product Sales

Any proposed changes from the Specific Advices must be justified in the narrative primarily on the basis of timber product demands and/or multiple-use constraints.

In order to meet requirements of the newly established public domain forest reinventory and management program (IM 70-428), temporary reductions in cost targets and man-month ceilings have been made for Nevada and Utah. No cost target has been set for Arizona.

Access

As defined in BLM Manual 1634, and notwithstanding BLM Manual Section 1612.26H1, all survey and design, negotiation, permanent easement acquisition, and other pre-construction efforts on

- 1230 - FOREST MANAGEMENT, WESTERN OREGON (CONT.)
- 1240 - FOREST MANAGEMENT, PUBLIC DOMAIN (CONT.)
- 1250 - FOREST DEVELOPMENT, PUBLIC DOMAIN (CONT.)
- 5220 - FOREST DEVELOPMENT, WESTERN OREGON (CONT.)
- 5230 - FOREST MANAGEMENT, WESTERN OREGON (CONT.)
- 9600 - BLISTER RUST CONTROL (CONT.)
- 9700 - FOREST PEST CONTROL (CONT.)

1230 Forest Inventory (Cont.)

1240

5230

multiple-use timber access roads shall be planned under and charged to Activity 3100 or Subactivity 5110, even if the road will be constructed under terms of a timber sale contract.

All direct costs of permanent easement acquisition, including appraisals, negotiations, and purchase amount for single use timber sale roads shall also be charged to Activity 3100 or Subactivity 5110. However, survey and design of permanent easements for single use timber sale roads, as well as all costs associated with temporary easement acquisition, shall be charged to the benefiting activity. See access statement under the Roads and Trail Construction Advices.

Trespass

Maintain trespass case closure on a pipeline basis, except in western Oregon and California where timber trespass program shall be brought on a pipeline basis as described in Specific Advices.

1250

Greater emphasis is required on all forest development activities and conditions which are needed for prompt regeneration. Favor forest development practices on recent cutover lands to continue their base productivity and maintain or improve aesthetics, wildlife habitat and recreational values.

Review your FY 1970 and 1971 Reforestation and Annual Summary Reports. Explain the Backlog in the "Understocked" and "Unclassified" categories and offer a solution within the base program to restore these acreages at stocking standards prescribed by each State Director. (See BIM 5705.3)

1230 - FOREST MANAGEMENT, WESTERN OREGON (CONT.)
1240 - FOREST MANAGEMENT, PUBLIC DOMAIN (CONT.)
1250 - FOREST DEVELOPMENT, PUBLIC DOMAIN (CONT.)
5220 - FOREST DEVELOPMENT, WESTERN OREGON (CONT.)
5230 - FOREST MANAGEMENT, WESTERN OREGON (CONT.)
9600 - BLISTER RUST CONTROL (CONT.)
9700 - FOREST PEST CONTROL (CONT.)

5220

Increase efforts in the development of superior seed and planting stock to produce high quality commercial trees. Meet commitments based on the Intensive Production Forestry Program.

9600

9700

Submit in narrative form plans and cost estimates for: (1) Operation of forest tree nurseries to adequately support BLM forest development efforts (9600); and (2) Treatment of heavy mistletoe infestation areas and/or other pest control efforts (9700).

1260 - SOIL AND WATERSHED CONSERVATION

Program Support - Activity Plans

Continued program support (1260) for implementation of activity plans will be on those areas within high priority watershed areas and where primary objectives are for watershed conservation or development as determined by the WC&D System and MFP.

Watershed Priority Ranking, URA, MFP

Continue to place emphasis on completion of Watershed Priority Ranking. This is to be completed where URA's and MFP's are scheduled for completion.

Program Schedules

Resource areas not involved in Watershed Priority Ranking (Phase I) during FY 1970 or 1971 should initiate action in this phase. Watershed Analysis and Project Plans (Phase II) should be initiated on two or three watershed areas per State where MFP's are complete.

USGS Assistance

Well site investigation work requested from USGS is listed below. Your AWP should accommodate this work.

<u>State</u>	<u>No. of Site Investigations</u>	<u>Estimated Cost</u>
Alaska	6	\$ 1,750
Arizona	13	3,340
California	17	4,370
Colorado	17	4,370
Idaho	5	1,285
Montana	37	9,510
Nevada	22	5,650
New Mexico	10	2,570
Oregon	26	6,680
Utah	5	1,285
Wyoming	<u>52</u>	<u>13,190</u>
Total	210	\$54,000

1260 - SOIL AND WATERSHED CONSERVATION (CONT.)

Cost Estimates

Your contract cost estimates must be based on realistic costs prevailing within the proposed job location areas. Cost estimate considerations should be given to environmental stipulations, topography, availability of contractors, size of contract, time of the year, and prior year costs, including current trend in construction costs.

Cost estimates will be compared with actual through the Program Management System, Job Documentation Reports and Functional Evaluations.

Pesticide Program

1270 - PROTECTION, P.D.

Fire planning work must be updated. Specific attention should be placed on improving data as to resource values, both in fire reports and on resource value maps. The latter work should be done in connection with URA and MFP completion. Work should be correlated with the P.D. forest inventory.

Construction needs related to fire protection are not well documented. Efforts should be placed on improving the cost data on planned construction, such as fire stations, lookouts, etc. While 1270 funds cannot be expended on actual survey and design of such facilities, fire control personnel should strengthen the justifications for such construction, establish sound bases for priorities, and do other planning short of actual survey and design.

Communication needs must be studied more completely and the Normal Fire Year Plans updated where necessary, to correlate communication needs with the results of the recent Communications Plan.

All existing fire contracts or memorandums of agreement for fire control will be studied with a view toward updating at the time of renewal. The California Fire Contract distributed to each State Office Fire Control Officer at the 1970 Post Season Fire Review should serve as a useful guide in updating. Any revisions of existing contracts must receive clearance by the Director's Office prior to final approval.

Fire prevention efforts must be kept at a high level. This work should not be confined to fire control personnel alone, but should be a part of the activity of all district people. Any formalized efforts must be covered under 1270 subactivity.

Meetings and Training

Each State should plan: (1) One man will spend one week at the Post Season Fire Review at BIFC in November 1971. (2) One man will spend two weeks at the National Interbureau Fire Training School to be held at BIFC in March 1972. (3) Two weeks' training in fire control at the district level if needed.

When planning the amount of 1270 funds needed for helicopters and other aircraft guarantees, you should assume that your State will enter Condition Class 4 by the date when this condition normally occurs, and operate during FY 1972 on this assumption. Washington Office (510) has responsibility for surpluses generated by an earlier than normal fire season or deficits caused by a later than normal fire season.

1280 - RECREATION MANAGEMENT

Priorities

Base program emphasis should start in the assigned number one recreation management priorities as shown in the enclosed chart. Refer to Manual Section 1603 (Recreation 5-year goals) for short-term specific goals associated with each State's priority category.

STATES AND PRIORITIES

Recreation
Management
Categories

FY 1972 AWP	ALASKA	ARIZONA	CALIFORNIA	COLORADO	IDAHO	MONTANA	NEVADA	NEW MEXICO	UTAH	OREGON	WYOMING
1. Areas of National & Regional Signi- ficance	* 1	1	1	-	1	2	4	2	1	2	2
2. Management of Urban Recreation Opportun- ities	-	2	2	1	5	-	1	1	2	1	-
3. Water Based Recrea- tion Opportunities	-	5	3	-	2	1	5	-	4	3	-
4. Primitive Recreation Opportunities	-	3	5	3	4	-	2	3	-	5	-
5. Archeological & Historic Values	-	4	4	2	3	3	3	4	3	4	1

* Numbers refer to priorities.

1280 - RECREATION MANAGEMENT (CONT.)

Each State should initiate a program whereby unique and "Nationally Significant Areas" are designated as Recreation Lands under 43 CFR 2070.

States should submit all historical and archeological sites where some protection or preservation measures have been done, plus sites proposed for development, to the State Liaison Officer. These sites will be included on the National Register of Historic Places.

Each State should identify and designate one Research Natural Area. Priority should be given to those vegetative types listed in IM 70-229, July 10, 1970.

Each State should identify one potential National Natural Landmark and/or one National Historic Landmark and request the Regional Director, NPS to evaluate the site or sites for eligibility for inclusion on the National Registry.

States should consider additions or deletions to the list of rivers designated as potential additions to the National Wild and Scenic Rivers System. See IM 70-367, November 12, 1970.

Each State should evaluate existing trails according to National Recreation Trail Criteria (IM 70-371, Change 1). Those that have trails that qualify should recommend at least one trail to the Director.

Appropriate States will consider withdrawal of public lands containing the specific location of the potential National Scenic Trails named in Section 5 (c) of the National Trails System Act.

Appropriate States will complete Environmental Evaluations for Projects on Rivers Designated under Section 5 (d) Wild and Scenic Rivers Act (see IM 70-366, November 12, 1970, for State requirements).

Public Domain Forest Inventory Program

Refer to Instruction Memo No. 70-428, December 31, 1970 and Forestry AWP Directives. Initial efforts will involve Montana, Wyoming, and Colorado. The plan is to have the forest inventory and analysis completed by the end of FY 1973 in these three States. By that time the functional recommendation should be completed for Step 1 MFP. Shift Wildlife effort so that the Wildlife Step 1 recommendations are also available on the forest areas in the three States. Coordinate with Forestry and schedule Wildlife inventory, analysis, URA, and MFP Step 1 to coincide.

Habitat Management

Utilize temporary manpower to accomplish intensive habitat inventory and analysis.

Habitat Development

Place increased emphasis on fish habitat development.

Animal Damage Control

Bureau responsibilities will result in an increased workload. Program time for the evaluation of animal control requests, justification of BLM requests, and inter-agency coordination.

1290 - DISTRICT PROGRAM SERVICES

Man-months cost targets for each State reflect increased man-month inputs attributable to the work job coding system, increased positions and needed adjustments identified by the State.

Continued emphasis is needed to insure that time coding is broken down to the resource program when appropriate.

1400 - CADASTRAL SURVEY

Corner Search and Evaluation Program

FY 1972 will be a year of initial indoctrination for District Office personnel on a formal, organized, corner search and evaluation program as an integral part of their normal management responsibilities. Cadastral Survey personnel in each State Office will inaugurate this program. Although this program will eventually be activated in every BLM District Office, the emphasis on initial training efforts in FY 1972 will be focused on the following 18 BLM districts for FY 1973 implementation:

California - Folsom, Redding, Susanville, and Ukiah;

Colorado - Craig, Montrose;

Idaho - Coeur d'Alene, Salmon;

Montana - Dillon, Miles City, Missoula;

Oregon - Baker, Medford, Prineville, Roseburg, Salem, and Spokane.

Every District Office in the Bureau will receive the initial orientation in the fundamentals of corner identification during FY 1972; land and resource personnel in the 18 districts listed above will be expected to have an acceptable BLM search and evaluation program in readiness by the end of FY 1972. District personnel being trained will code their time to the benefitting activity. Technical guidelines and operational instructions will be provided by the Washington Office during the first-third period.

Instruments and Equipment

Modern instruments and equipment are becoming increasingly important in reducing current backlogs of work, and in providing greater efficiency and economy in new project starts. However, these tremendous assets to improved operations depend upon the wise selection of new tools for the job. The state-of-the-art is changing rapidly and for this reason alone, standardization of BLM equipment is impractical. Each office contemplating new equipment and instrument purchases during FY 1972 should consult the PSC Branch of Cadastral Experimental Systems, and then fully justify the purchase in their AWP narrative. Some valid measure of benefit/cost relations is desirable. Do not overlook any possible advantages which may accrue under a lease arrangement.

1400 - CADASTRAL SURVEY (CONT.)

NOTE: Cost targets reflect the maximum number of man-months which can be funded. Equipment purchases will therefore reduce available man-months.

Training

Opportunities for formal training, at all grade-levels, have been identified in the Cadastral Survey Training Program administered in PSC. Each field office should be alert in identifying training needs for both on-board personnel and new hires. This planning will be best handled by reviewing the BLM Training Catalogue.

Cadastral Survey Workshop

The DSC and the Colorado State Office should plan to co-sponsor the Cadastral Survey Workshop, December 6 through 8, 1971, in Denver, Colorado. Optimum attendance for Cadastral Surveyors at the workshop is as follows:

- 1 each - Arizona, Idaho, New Mexico, Wyoming, ESLO;
- 2 each - Colorado, Montana, Nevada, Utah;
- 4 - Oregon
- 5 - California and DSC;
- 6 - Alaska;
- 7 - PSC.

Cartography and Mapping

Basic Series Map production should continue at the current year base level, with plans to complete the 1" = 1 mile series in FY 1973.

The PSC and California SO should plan to co-sponsor a Bureau-wide cartographic workshop in San Francisco or Sacramento, California, September 13 and 14, 1971. This follows the Semi-Annual Joint National Conference of the American Congress on Surveying and Mapping and the American Society of Photogrammetry to be held September 7-11 at the San Francisco Hilton Hotel. The central theme of this workshop will be remote sensing in its various forms, and its application to BLM program needs.

1400 - CADASTRAL SURVEY (CONT.)

EROS-ERTS

The EROS-ERTS - A satellite is scheduled for lift-off in March 1972. BLM has made six proposals to NASA for inclusion in this project:

1. Alaska Fire Build-up Index;
2. Alaska Pipeline Corridor Monitor;
3. Comprehensive Vegetative Cover Survey: Sonoran-Alpine-Artic;
4. High-low Water Levels in Florida;
5. Lower Colorado River - Recreation Impact Study;
6. Grazing - Land Use Study in Montana.

If NASA accepts these proposals, each affected BLM field office will then be promptly informed.

Survey Markers

All field offices should show the number of regulation survey markers they will need in FY 1972 so that a consolidated Bureau order can be made.

Staffing

Within the man-months allocated, Arizona, Idaho, New Mexico, and Wyoming should work on small urgent jobs, field investigations, mineral surveys, F.S. remonumentation work, preparation of special instructions and other routine office functions. Talents required will vary with each office, but should include as a minimum the Branch Chief, one Party Chief, a survey aid or technician, and clerical and cartographic support. Required temporary man-months will depend upon the nature of the work in each office.

1700 - STATE, SERVICE CENTER PROGRAM SERVICES

All (State Office, Service Center, and Washington Office) personnel will both plan and code work directly to regular activities wherever possible and will utilize 1700 only when work is specifically identified as 1700 work or is so general in nature that it cannot be identified with a specific regular activity. Allocation of 1700 man-months and funds are based on experience gained by State Offices in direct coding during FY 1971 and estimate of Service Center and Washington Office requirements.

2110 - BUILDING CONSTRUCTION
 2120 - RECREATION CONSTRUCTION
 2210 - BUILDING MAINTENANCE
 2220 - RECREATION MAINTENANCE
 2230 - PLDR&T MAINTENANCE
 5120 - RECREATION CONSTRUCTION - WESTERN OREGON
 5310 - OPERATIONS & MAINTENANCE - ROADS & TRAILS -
 WESTERN OREGON
 5320 - OPERATIONS & MAINTENANCE - RECREATION
 FACILITIES - WESTERN OREGON

Cost targets are controlling for these subactivities. Man-months should be scheduled at the rate necessary to accomplish the program.

Each State Office should include adequate man-months for attendance at the Basic and Advanced Construction Inspector Training. Courses, length of time, location, and schedules are shown in the Training Handbook.

2120

5120

Survey and Design

The listing of S&D priorities under specific directives is based upon your construction schedules submitted with the 1973 package proposals. These proposals represent your indicated high priority projects for FY 1973 and beyond. Your S&D effort must include these projects.

For each of your FY 1972 2120 and 5120 projects indicate who will provide the design. Indicate present status of each design.

2110

All S&D work done on the Fairbanks District Office Complex will be coordinated through the Washington Office (430) and coded to the project number N000.

2220

Recreation maintenance funds shall be planned for existing sites as first priority, with undeveloped site and cleanup as secondary priorities.

3100 - PLDR&T CONSTRUCTION
5110 - ROAD CONSTRUCTION - WESTERN OREGON

Cost targets are controlling for these subactivities. Man-months should be scheduled at the rate necessary to accomplish the program.

Survey and Design

The listing of S&D priorities under specific directives is based upon your construction schedules submitted with the 1973 package proposals. These proposals represent your indicated high priority projects for Fiscal Years 1972, 1973 and beyond. Your S&D effort must include these projects.

Access

Continue efforts to acquire permanent easements in accordance with Bureau policy as set out in Manual Section 2130.07.

Acquisition of temporary easements in most instances is not encouraged. When temporary easement purchase is necessary, acquisition costs, including survey and design, shall be charged to the benefiting activity.

All direct costs of permanent roads and trails easement acquisition, including appraisals, negotiations, and purchase amount, will be planned under and charged to activity 3100 or 5110. Also survey, design, and other pre-construction efforts on permanent easements for all multiple-use roads shall be charged to activity 3100 or 5110.

Signs and Sign Program

The entire funding of the Kingman and Rawlins sign shops is under 3100. The cost of signs, which cannot be constructed by the Bureau sign shops or McNeil Island should be charged to benefiting activity.

All sign installation and maintenance will be funded from 3100 and 5110, except installation of signs by a contractor in the course of project development.

Sufficient man-months are required at all levels to provide for the installation of signs.

Each State should determine sign requirements for FY 1972. Explain in narrative the number and type.

5110 During FY 1972, you are to work towards a (FHWA) survey and design goal that will allow one year's lead time for easement negotiation and acquisition. This means that you should attempt to have FHWA complete the survey and design one year prior to advertising.

1920 - REIMBURSEMENTS MLR
2900 - REIMBURSEMENTS C&M
3900 - REIMBURSEMENTS PLDR&T
5900 - REIMBURSEMENTS O&C
8900 - REIMBURSEMENTS RI

Annual Work Plans on individual projects must be approved before any work is done on a project. This requirement will be imperative in FY 1972 because of the addition of program code to the AWP form.

SPECIFIC ADVICES (DIRECTIVES)

The following are Specific Advices limited to each State, Service Center, the Eastern States Office, Boise Interagency Fire Center, or OCS Offices as identified.

ALASKA

1210 Land Classification and Mineral Examination

Your cost target and man-month ceiling includes the following:

1. Five man-months from the Improved Lands Services increase for the reduction of lands case backlog. Plan the man-months in the second half of the fiscal year, at which time you will receive 1 lands trainee from the Phoenix Training Office and an increase of 1 position.
2. Fifteen positions and 150 man-months from the increase for the Northern Alaska Land Use plan. Steps to establish the advisory committee are being taken in the Washington Office. Charge all work to 1210. Develop fully in your narrative the plan of action including types of positions and contract amounts.

1220 Range Management

Prepare a report on the future range management program in Alaska including the potential (resource and market) feasibility and extent of grazing for both domestic livestock and Reindeer.

1240 Forest Management

Offer 2 MMBF, upon demand.

Review Forest Inventory Program with Portland Service Center. Evaluate multi-state sampling technique and compare with conventional system. Prepare and submit report by end of first third stating your recommendations and needs in view of this evaluation.

1250 Forest Development

Support the White Spruce Silvicultural Study Project.

1260 Soil and Watershed Conservation

Plan 1 man-month for detail to Washington Office.

ALASKA (CONT.)

1270 Protection

Negotiate new protection agreement with the State of Alaska.

1280 Recreation

Give priority to designation of Alaska Canoe Trails under CFR 2070.

Concentrate recreation management activities on Environmental and overuse problems. Evaluate recreation use impact of snowmobiling.

1400 Cadastral Survey

Continue to improve productive capability in reducing the backlog of work in State selection and special surveys.

2110 Building Construction

Provide the necessary topographic material for \$ 3,000
design phase at proposed Fairbanks District
Office.

Pollution design and construction, Galena, \$148,500
Fort Yukon. PSC and DSC have been allo-
cated funds for design Ft. Yukon, Galena,
McGrath, Glennallen, Delta, Tanacross.

2120 Recreation Construction

Pollution Control (construction - Brushkana,
Walker Fork, Bedrock, Ketchem Creek, Tolovana
River, Liberty Falls).

Construction \$ 86,000
S&D \$ 4,000

2210 Building Maintenance

Plan 1 man-month to participate in a 2-week task force effort to develop specifications by which we can develop a managed maintenance program for ADP. It is anticipated the task force session will be held in October 1971. The task force members will be designated later.

Your position ceiling is increased one position.

ALASKA (CONT.)

3100

PLDR&T

Miles

#722 White Mountain Trail
S&D, Easements, & Program
Services

21

\$110,000

\$ 3,000

S&D Priorities
Tangle Lake Road

ARIZONA

1110 Title, Lease and Records Services

Your cost target includes \$54,700 to be used for expenses incurred at the Phoenix Training District.

1210 Land Classification and Mineral Examination

Your cost target and man-month ceiling includes 75 man-months and 15 positions for conducting the 5-month L&M Resource Management training program for Beginning Lands Professionals. Upon completion of the course, the trainees and positions will be transferred to States as outlined in the Specific Advices.

Your cost target includes \$101,500 to be used for expenses incurred at the Phoenix L&M Training Office.

Refer to the General Advices for other courses to be conducted.

You will receive a Beginning Professional lands trainee from Phoenix in the second half of the fiscal year for which no additional position or man-months are provided. Plan the filling of your lands vacancies during the first half of the year so that you have a vacant position to accommodate the individual on or about January 1, 1972.

1220 Range Management

Plan adequate time to complete requirements noted in the February 1970 Range Management Functional Evaluation.

1260 Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 2,000,000 acres in FY 1972 in order to complete approximately 12,000,000 acres by FY 1977. Your current completion is about 17 percent.

Plan for a USGS Special Service Training Session as was outlined in IM 69-199, dated June 13, 1969.

ARIZONA (CONT.)

1280 Recreation

Consider submitting a segment of the Gila River as an addition to the list of rivers designated under 5(d) of the Wild and Scenic Rivers Systems.

An increase of 3 permanent positions and 30 man-months is provided for recreation planning along the Lower Colorado River.

2120 Recreation Construction

#501 Senator Wash	Construction	\$429,000
#502 Take-off Point		
#504 Parker-11 Mile (S&D)	S&D	56,000

3100 PLDR&T

Miles

#407 Haekel Road (Seg. B)	Grading 18	\$260,000
#122 Paria Trail	11	22,800
#121 Temple Trail	Signing	2,900
#120 Mormon Trail	Signing	2,000
S&D, Easements, & Program Services		44,000

S&D Priorities

407 Haekel Road (Seg.C)
503 Martinez Lake
103 Black Rock Road
207 Superstition Mtn.

Your cost target and man-month allocation include \$62,000 and 31 man-months for the Phoenix sign shop.

CALIFORNIA

1110 Title, Lease and Records Service

Inspect new records prepared by RIP at a rate that keeps workflow in the Land Office and at PSC in balance.

Maintain new records as they are installed.

1120 Records Improvement

Continue with inspection of new records as in FY 1971. One additional position plus the 2 you obtained in FY 1971 are provided for this work.

1210 Land Classification and Mineral Examination

Your cost target and man-month ceiling includes the following:

1. Ten man-months from the Improved Lands Services increase for the reduction of lands case backlog. Plan the man-months in the second half of the fiscal year, at which time you will receive 2 lands trainees from the Phoenix Training Office and an increase of 2 positions. In addition, you will receive another lands trainee from Phoenix at the same time for which no additional position or man-months are provided. Plan the filling of your lands vacancies during the first half of the year so that you have a vacant position to accommodate the individual on or about January 1, 1972.
2. Twenty-two (22) man-months and 2 additional positions from the Surface Protection increase. Plan 3 of the increase man-months during the first half of the fiscal year for training your Surface Protection team leader. If additional effort is anticipated, you may use base man-months to supplement the increase.

1240 Forest Management

Offer 41 MMBF.

1250 Forest Development

Accomplish 600 acres of site improvement, 1000 acres of reforestation and 20 acres of stand improvement. Significantly reduce acreages shown as "Unclassified" commercial forest lands on Reforestation Status and Annual Summary Report.

CALIFORNIA (CONT.)

1260 Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 2,600,000 acres in FY 1972 in order to complete approximately 14,000,000 acres by FY 1977. Your current completion is about 6 percent.

Plan for a USGS Special Service Training Session as was outlined in IM 69-199, dated June 13, 1969.

1270 Protection

Your cost target includes \$625,100 for the contract with California Division of Forestry.

An increase of 1 permanent position and 10 man-months is included in your man-month ceiling.

1280 Recreation

Identify and evaluate potential primitive areas in the California Desert in accordance with Manual Section 6221. Identify programmed man-months for the California Desert, National River; National Trails programs and the King Range Conservation Area. Plan 2 man-months for support and test of the Bureau's Recreation Information System.

An increase of 5 permanent positions and 50 man-months is provided for the establishment of the Desert Ranger Force. An increase of 5 permanent positions and 50 man-months is provided for recreation planning.

1285 Wildlife

Your cost target and man-month ceiling includes \$71,000 and 1 position for Tule Elk habitat improvement, desert wildlife inventory and Owens Valley fishery improvement.

1400 Cadastral Survey

Starting about 12/1/71, provide support for BLM microfilm project involving survey field notes.

You are provided an increase of 8 permanent positions and 80 man-months to improve cadastral support to resource management functions.

CALIFORNIA (CONT.)

2120 Recreation Construction

#693 Imperial Dunes (Phase I)	Construction	\$169,000
Survey and design for following projects:	S&D	\$ 34,000
Imperial Dunes (Phase II) Critical Desert Management (to support \$95,000 construction)		
King Range		
Pacific Crest Trail		
Barstow Way Station		

2210 Building Maintenance

Your cost target has been increased \$10,000. Utilize increase in accordance with your FY 1972 package submission.

2220 Recreation Maintenance

Increase one full-time position for operations and maintenance of recreation facilities.

3100 PLDR&T

	<u>Miles</u>	
#612 Imperial Dunes Road	Grading - 9	\$ 86,000
#612 Imperial Dunes Road	Surfacing - 9	119,000
#309 Noyes Valley Road	Grading - 10	81,000
Battle Creek Bridge		32,000
#400 Squaw Leap Road	Surfacing - 1	20,000
#443 Sandy Gulch Road	Grading - 1	15,000
S&D, Easements, & Program Services		135,000

3100

FLDR&T (Cont.)

S&D Priorities

612 Imperial Sand Dunes

317 Bear Wallow

500 Honeydew

316 Sheridan Creek

509 Rainbow Ridge

101 Owens Peak Trail

391 Butte Creek Trail

COLORADO

1120 Records Improvement

Plan 23 temporary man-months for support of filming phase of survey field notes microfilm project.

1210 Land Classification and Mineral Examination

Your cost target and man-month ceiling includes the following:

1. Five man-months from the Improved Lands Services increase for the reduction of lands case backlog. Plan the man-months in the second half of the fiscal year, at which time you will receive 1 lands trainee from the Phoenix Training Office and an increase of 1 position.
2. Twenty-two (22) man-months and 2 additional positions from the Surface Protection increase. Plan 3 of the increase man-months during the first half of the fiscal year for training your Surface Protection team leader. If additional effort is anticipated, you may use base man-months to supplement the increase.

Oil Shale Title Clearance Office

Complete inventory of oil shale claims in Washakie Basin, Wyoming, and Uintah Basin, Utah. Adjudicate the inventoried areas with priority to those areas which may be offered as oil shale leasing sites under the Department's proposed leasing program.

1240 Forest Management

Offer 8.0 MMBF.

In addition to the position released in IM No. 70-428, provide 16 man-months (8 permanent and 8 temporary) for schedule inventory.

COLORADO (CONT.)

1250 Forest Development

Accomplish 270 acres of site improvement, 350 acres of reforestations, and 100 acres of stand improvement. Significantly reduce acreages shown as "Unclassified" commercial forest lands on Reforestation Status and Annual Summary Report.

1260 Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 900,000 acres in FY 1972. Current completion is approximately 34 percent on a total potential of approximately 7,000,000 acres to be completed by FY 1977.

1270 Protection

An increase of 1 permanent position and 10 man-months is included in your man-month ceiling.

1280 Recreation

Evaluate recreation use impact of snowmobiling.

1285 Wildlife

Your cost target and man-month ceiling includes \$64,000 and 1 position for initial development of the Blanca Ecological Area.

1290 District Program Services

Your cost target has been increased by \$13,500 to pay for additional office space at Montrose.

COLORADO (CONT.)

1400 Cadastral Survey

You are provided an increase of 2 permanent positions and 20 man-months to improve cadastral support to resource management functions.

Of your cost target, \$50,000 must be earmarked for an experimental private contract survey. A project area should be selected which will present a variety of technical and physical conditions. One highly capable cadastral surveyor should be designated COAR. Specifications should be prepared and submitted to WO (420) for approval. The project selected may require force-account work to finish and this should be considered in making the site selection. Administration of this contract must be controlled and complete, assuring comparability with accepted BLM cadastral survey standards of quality.

1920 Other Reimbursements - MLR

You are allocated an increase of 2 positions for reimbursable work on mining claims for Reclamation on the Frying Pan-Arkansas Project.

3100 PLDR&T

Miles

#104 High Mesa Road	Grading - 13	\$76,000
#150 Blanca	Grading - 9	17,000

S&D, Easements, & Program Services		40,000
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S&D Priorities
150 Blanca
142 JQS
109 Troublesome
161 Jack Hall
120 Iron Mountain

IDAHO

1110 Title, Lease and Records Service

Two positions are included to maintain improved records system.

1120 Records Improvement

The 3 RIP positions provided in FY 1969 are discontinued.

1210 Land Classification and Mineral Examination

You will receive a Beginning Professional lands trainee from Phoenix during the second half of the year for which no additional position or man-months are provided. Plan the filling of your lands vacancies during the first half of the fiscal year so that you have a vacant position to accommodate the individual on or about January 1, 1972.

1220 Range Management

Plan adequate time to complete requirements noted in the May 1970 Range Management Functional Evaluation, particularly, problems with case file records and AMPs.

1240 Forest Management

Offer 20 MMBF.

1250 Forest Development

Accomplish 180 acres of site improvement, 330 acres of reforestation, and 100 acres of stand improvement.

1260 Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 1,400,000 acres in FY 1972. Current completion is approximately 37 percent of a total potential of approximately 11,000,000 acres to be completed by FY 1977.

Plan for a USGS Special Service Training Session as was outlined in IM 69-199, dated June 13, 1969.

IDAHO (CONT.)

1270 Protection

An increase of 3 permanent positions and 30 man-months is included in your man-month ceiling.

An increase of 24 man-months for temporary fire control positions is included in your man-month ceiling.

1280 Recreation

Of your cost target, \$12,000 is to be used for the study of the Salmon and Bruneau River to determine Wild and Scenic Rivers status. Evaluate recreation use impact of snowmobiling.

1285 Wildlife

Your cost target and man-month ceiling includes \$33,000 and 1 position for improvement of the Morgan Creek Bighorn Sheep habitat.

1290 District Program Services

Plan 10 temporary man-months for a summer environmental education project on the Boise District. Plan for 1 man-month of permanent time ($\frac{1}{2}$ M/M from S.O. and $\frac{1}{2}$ M/M from D.O.) for this project.

1400 Cadastral Survey

If you are unable to carry out the Forest Service remonumentation program (as indicated in your memos to the Ogden and Missoula Regional Offices), so state and other arrangements will be made to meet the Bureau's responsibility to the Forest Service in this program area.

2120 Recreation Construction

Skookumchuck Pollution	Construction	\$14,000
Control	S&D	\$ 1,400

IDAHO (CONT.)

3100

PLDR&T

Miles

#001 Herd Creek Road	Grading - 13	\$218,000
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S&D, Easements, & Program Services		\$ 59,000
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S&D Priorities

- 001 Herd Creek
- 011 Desert Road System
- 043 Medicine Lodge
- 007 Eagle Creek Road
- 705 Wood River Trail

MONTANA

1210 Land Classification and Mineral Examination

Your cost target and man-month ceiling includes the following:

1. Five man-months from the Improved Lands Services increase for the reduction of lands case backlog. Plan the man-months in the second half of the fiscal year, at which time you will receive 1 lands trainee from the Phoenix Training Office and an increase of 1 position. In addition, you will receive another lands trainee from Phoenix at the same time for which no additional position or man-months are provided. Plan the filling of your lands vacancies during the first half of the year so that you have a vacant position to accommodate the individual on or about January 1, 1972.
2. Twenty-two (22) man-months and 2 additional positions from the Surface Protection increase. Program 3 of the increase man-months during the first half of the fiscal year for training your Surface Protection team leader. If additional effort is anticipated you may use base man-months to supplement the increase.

1240 Forest Management - Public Domain

Offer 12 MMBF.

Provide 30 man-months for scheduled Inventory. (14 permanent and 16 temporary).

1250 Forest Development - Public Domain

Accomplish 520 acres of reforestation, 50 acres of stand improvement, and at least 6000 acres of Plans and Surveys.

1260 Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 1,100,000 acres in FY 1972. Current completion is approximately 36 percent of a total potential of approximately 8,300,000 acres to be completed by FY 1977.

Initiate Watershed Analysis and Project Planning (Phase II) on Willow Creek watershed area (25-01-503). Continue to develop the Watershed Analysis and Project Plan for Lower Crooked Creek (25-06-002).

MONTANA (CONT.)

1260 Soil and Watershed Conservation (Cont.)

Watershed priority rating (Phase I) data on the Big Coulee Watershed (25-04-004) does not justify Watershed Analysis and Project Planning (Phase II) at this time. Management problems on this area should be corrected by appropriate activity plans.

1270 Protection

An increase of one permanent position and 10 man-months is included in your man-month ceiling.

1280 Recreation

Study, assess and evaluate user motivations, standards, specifications, and regulations on R&PP and Bureau developed snowmobile and ski trails. Submit a report to the Washington Office by the end of the fiscal year. Coordinate with Portland Service Center.

1285 Wildlife

Your cost target and man-month ceiling includes \$33,000 and 1 position for Westslope Cut-throat Trout habitat improvement.

1290 District Program Services

Your temporary manpower allocation includes ten man-months for a summer environmental education project. Plan for about one man-month of permanent time ($\frac{1}{2}$ man-month from State Office and $\frac{1}{2}$ man-month from District Office) for this project.

2120 Recreation Construction

#013 Holter Lake	S&D	\$2,400
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3100 PLDR&T

#120 Dry Fork Road	Grading - 22	\$161,000
#120 Dry Fork Bridge		29,000
#125 Bear Trap Road	Grading - 3	6,000
S&D, Easements, & Program Services		45,000

MONTANA (CONT.)

3100 PLDR&T (Cont.)

S&D Priorities

112 Prior Mountain Road

117 Hell Creek

103 Garnet Range

163 Fort Meade Foot Trail

NEVADA

1210 Land Classification and Mineral Examination

Your cost target and man-month ceiling includes ten man-months from the Improved Land Services increase for the reduction of lands case backlog. Plan the man-months in the second half of the fiscal year, at which time you will receive 2 lands trainees from the Phoenix Training Office and an increase of 2 positions.

1240 Forest Management

Reduced cost target and man-month ceiling should be used to maintain the minimum program necessary under WC-3800, Use Authorization.

1260 Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 8,700,000 acres in FY 1972 in order to complete approximately 48,000,000 acres by FY 1977. Your current completion is approximately 10 percent.

Plan for a USGS Special Service Training Session as was outlined in IM 69-199, dated June 13, 1969.

1270 Protection

An increase of one permanent position and 10 man-months is included in your man-month ceiling.

1280 Recreation

Concentrate effort in Red Rocks and Nevada "Desert" area. Participate with Denver Service Center on the Recreation Activity Plan manual.

2120 Recreation Construction

#555 Rocky Gap (Phase I)
(Records indicate no additional
S&D required for Phase II)

Construction \$127,400

2210 Building Maintenance

The increased cost target is to be utilized to accomplish maintenance outlined in your FY 1972 package submission.

NEVADA (CONT.)

3100

PLDR&T

#404 North Creek Road	Surfacing - 4	\$ 27,000
#522 Red Rock Scenic Drive "B"	Grading - 8	522,000
S&D, Easements, & Program Services		36,000

S&D Priorities

522 Crestline Drive (South)
522 Crestline Drive (Central)
202 Little Owyhee (Seg. B)
630 Dickinson Petroglyph

NEW MEXICO

1210

Land Classification and Mineral Examination

Your cost target and man-month ceiling includes the following:

1. Five man-months from the Improved Land Services increase for the reduction of lands case backlog. Plan the man-months in the second half of the fiscal year, at which time you will receive 1 lands trainee from the Phoenix Training Office and an increase of 1 position. In addition, you will receive another lands trainee from Phoenix at the same time for which no additional position or man-months are provided. Plan the filling of your lands vacancies during the first half of the year so that you have a vacant position to accommodate the individual on or about January 1, 1972.
2. Twenty-two (22) man-months and 2 additional positions from the Surface Protection increase. Program 3 of the increase man-months during the first half of the fiscal year for training your Surface Protection team leader. If additional effort is anticipated, you may use base man-months to supplement the increase.
3. Plan 60 man-months for the improved land appraisal office in Santa Fe. Your T/O has been increased by 4 positions.

1240

Forest Management

Offer 1.5 MMBF upon demand.

1260

Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 2,300,000 in FY 1972 in order to complete approximately 13,000,000 acres by FY 1977. Your current completion is approximately 13%.

Plan for a USGS special service training session as was outlined in IM 69-199, dated June 13, 1969.

1280

Recreation

Concentrate on identification and evaluation of archeological and historic sites (including caves). Continue management of the Rio Grande Wild and Scenic River area.

NEW MEXICO (CONT.)

1285 Wildlife

Your cost target and man-month ceiling includes \$86,000 and 1 position for Mexican Duck habitat improvement.

1290 District Program Services

Your cost target has been increased by \$13,000 to pay for additional office space at Roswell and Socorro.

2120 Recreation Construction

Rio Grande Construction \$71,000 - S&D \$20,000

2220 Recreation Maintenance

Increase of one full-time position for operations and maintenance of recreation facilities.

3100 PLDR&T

#113 Rio Grande (Questa)	Grading - 7	\$256,000
	Surfacing - 7	

S&D, Easements, & Program Services	24,000
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S&D Priorities
302 Organ Mountain West
312 Organ Mountain Ecological Trail

9700 Forest Pest Control

Plan mistletoe eradication under 9700 Activity. Secure approval from Forest Service on USFS Form 5200-10 Project Proposal.

OREGON

1120 Records Improvement

Plan 8 temporary man-months for support of filming phase of field note microfilm project.

1210 Land Classification and Mineral Examination

Your cost target and man-month ceiling includes 5 man-months from the Improved Land Services increase for the reduction of lands case backlog. Plan the man-months in the second half of the fiscal year, at which time you will receive 1 lands trainee from the Phoenix Training Office and an increase of 1 position.

1220 Range Management

Plan adequate time to complete requirements noted in the August 1970 Range Management Functional evaluation.

1230

5230 Forest Management, Western Oregon

Offer 1,275 MMBF. You have been provided 24 additional full time positions (240 man-months) for this work.

Adjust trespass closures for deficient accomplishment during FY 1971 to maintain a 90-case pipeline status. Continue log export control administration. Plan 12 man-months of effort on the Guides to Land Management Project. Complete forest management plans to conform with Bureau planning system.

1240 Forest Management, Public Domain

Offer 18.3 MMBF in Oregon and 5.5 MMBF in Washington. Promptly complete Spokane District study of forest land base and management plan. Refer to the 1290 Program Services advices regarding La Pine Area. Review and evaluate total forest management program in La Pine and prepare and submit report by end of second third.

1250 Forest Development, Public Domain

Accomplish a minimum of 100 acres of reforestation and 380 acres of stand improvement.

OREGON (CONT.)

1260 Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 1,400,000 acres in FY 1972. Current completion is approximately 44% of a total potential of approximately 12,500,000 acres to be completed by FY 1977.

1270 Protection

Twenty (20) temporary man-months for fire control positions are included in your man-month ceiling.

An increase of 10 permanent man-months is included in your man-month ceiling.

1280 Recreation

Concentrate management activities on rivers, trails, and unique recreation land areas. Plan 3 man-months for an O&C test of the Recreation Information System. Coordinate with Denver Service Center.

1285 Wildlife

Your cost target includes \$10,000 for Lahontan trout habitat improvement.

1290 District Program Services

Plan for follow-up on last summer's environmental education pilot projects. Plan for the man-months necessary to cooperate with the local school systems in using the Teacher's Guide and environmental study area sites.

Identify in your AWP any additional planned projects. Complete an MFP for the La Pine Area.

1400 Cadastral Survey

Continue with support for BLM microfilming project involving survey field notes.

You are provided an increase of 6 permanent positions and 60 man-months to improve cadastral support to resource management functions.

OREGON (CONT.)

2120 Recreation Construction

Survey and Design: \$23,000

No. 504 Macks Canyon
No. 503 Beavertail
No. 523 Gateway

2210 Building Maintenance

Plan 1 man-month to participate in a 2-week task force effort to develop specifications by which we can develop a managed maintenance program for ADP. It is anticipated the task force session will be held in October 1971. Task force members will be designated later.

2220 Recreation Maintenance

Increase of 1 full time position for operations and maintenance of recreation facilities.

3100 PLDR&T

Ellingson Bridge	\$ 30,000
No. 301 Deschutes (Mecca) Grading 3	66,000
No. 301 Deschutes (Redsides) Grading 1	27,000
No. 301 Deschutes (0932-2-R) Bridges	28,000
No. 002 Leslie Gulch Surfacing 14	143,000
S&D. Easements, & Program Services	100,000

S&D Priorities

301 Deschutes (Mecca)
301 Deschutes (Gateway)
301 Maupin
002 Leslie Gulch
204 Rudio Mountain
201 Steens Mountain
104 Burma Road

OREGON (CONT.)

5110

Road Construction, Western Oregon

Your tentative cost targets are:

A.	Planning, reconnaissance, and easement acquisition		\$ 909,000 *
B.	Surveys (FHWA)	\$ 300,000	
	Construction (FHWA)	3,864,000	
	Miscellaneous Bridges & Culverts (FHWA)	600,000	
	Miscellaneous Aggregate Production	<u>1,330,000</u>	

\$6,094,000

The project list is based upon your February 16, 1971,
listing. Listed projects may be affected by FY 1971
projects deferred due to lack of funding.

<u>SYSTEM</u>	<u>PROJECT NAME</u>	<u>NUMBER</u>	<u>MILES</u>	<u>PROJECT</u>	<u>PROGRAM</u>
Glendale	Bobby Creek	512-A	4.5	Gr., Br. & Surf.	\$ 930,000
Cow Creek	Berry Creek	409-A	7.0	Grading	350,000
Blue Ridge	Blue Ridge	1601-A	19.0	Gr. & Surf.	700,000
Mohawk	Bowley Creek	377-A	1.7	Gr. & Surf.	70,000
Glendale	Cow Creek	42-D	8.0	Gr., Br., & Surf.	750,000
Elk Creek	Elk Creek	629-A	5.0	Surfacing	100,000
McKenzie	Johnson Cr.	369-A	1.0	Gr. & Br.	40,000
McKenzie	Gale Creek	379-A	5.0	Gr. & Br.	270,000
Lake Creek	Main Fk. Bear	301-A	8.0	Grading	320,000
Crabtree	North Shore	249-A	8.0	Grading	<u>334,000</u>

Total all Districts (Construction) \$3,864,000

* Includes Tom Folley Road Purchase \$100,000;
Brush Creek and Thisselhurn Road Purchase \$150,000.

OREGON (CONT.)

5110 Road Construction, Western Oregon (Cont.)

BRIDGES AND CULVERTS

<u>PROJECT NAME</u>	<u>NUMBER</u>	<u>PROGRAM</u>
Lobster Creek (2)	BLM-17	\$ 65,000
(No. 5 & E. Fk. Lobster		
No. 2)		
Nehalem River	BLM-256	35,000
Boulder Creek	BLM-384	30,000
Stennet Butte	BLM-373	30,000
Leopold Creek	BLM-374	25,000
Gassy Creek	BLM-414	70,000
Hepsie Mtn.	BLM-560	25,000
Bonnie Creek	BLM-564	60,000
Mill Creek	BLM-565	20,000
W. Fk. Trail Crk. Culvert	BLM-99	10,000
Susan Crk. Culvert	BLM-575	8,000
Galice Creek Culvert	BLM-83-A6	12,000
Slater Creek	BLM-1648	50,000
Deadhorse (2)	BLM-1649	75,000
Big Creek	BLM-1651	25,000
Axe Creek	BLM-1657	25,000
Hidden Creek Slide	BLM-1663	<u>35,000</u>
Stabilization & Drainage		
Installation		
Total Bridges and Culverts		\$ 600,000

AGGREGATE PRODUCTION

<u>PROJECT NAME</u>	<u>NUMBER</u>	<u>CONSTRUCTION</u>
		867
Crazy Horse	BLM-258	\$ 110,000
Rye Mountain	BLM-259	50,000
Harry Mountain	BLM-260	100,000
Eugene District	BLM-314	200,000
Camas Mountain	BLM-467	120,000
Suicide Creek	BLM-485	140,000
East Fk. Williams	BLM-574	200,000
South Area	BLM-1659-AP1	260,000
North Area	BLM-1658-AP1	<u>150,000</u>
Total Aggregate Production		\$ 1,330,000

OREGON (CONT.)

5110 Road Construction, Western Oregon (Cont.)

Submit two lists by project and project number showing:

1. All FHWA S&D work planned for FY 1972 and the fiscal year the projects are scheduled for construction.
2. The status of the plans and specifications for all FY 1972 projects.

5120 Recreation Construction, Western Oregon

No. 209 Swiftwater
No. 431 Hyatt Lake

List projects scheduled for S&D in FY 1972 in narrative.

5220 Forest Development, Western Oregon

Accomplish units at levels planned in the Proposed Allowable Cut Plan.

5310 Road Maintenance, Western Oregon

Tentative cost target:	Bureau	\$	244,000
	FHWA		2,188,000

UTAH

1110 Title, Lease and Records Service

Plan 10 man-months to code land base for Oil Shale Title Clearance work.

Plan necessary man-months and equipment to begin conversion of land status record system to microfilm aperture card system. Coordinate equipment needs with Division of Management Analysis, Portland Service Center.

1210 Land Classification and Mineral Examination

Your cost target and man-month ceiling includes the following:

1. Five man-months from the Improved Land Services increase for the reduction of lands case backlog. Plan the man-months in the second half of the fiscal year, at which time you will receive 1 lands trainee from the Phoenix Training Office and an increase of 1 position.
2. Twenty-two (22) man-months and 2 additional positions from the Surface Protection increase. Program 3 of the increase man-months during the first half of the fiscal year for training your Surface Protection team leader. If additional effort is anticipated, you may use base man-months to supplement the increase.

1220 Range Management

Plan adequate time to complete requirements noted in the July 1970 Range Management Functional Evaluation, particularly basic documentation of grazing privileges in the Monticello District.

1240 Forest Management

Reduced cost target and man-month ceiling should be used to maintain the minimum program necessary under WC-3800, Use Authorization.

UTAH (CONT.)

1260 Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 3,600,000 acres in FY 1972 in order to complete approximately 20,000,000 acres by FY 1977. Your current completion is approximately 10%.

1280 Recreation

Concentrate efforts in the Salt Lake City Urban Area plus archeological and historical values.

3100 FLDR&T

No. 601 Hatch Point Road Surfacing 17 \$209,000

S&D, Easements & Program Services \$ 37,000

S&D Priorities

330 Little Sahara
501 Sawmill Basin
722 Price Canyon Road
732 Cleveland Lloyd
715 Bruin Cottonwood
728 San Rafael Swell

WYOMING

1110 Title, Lease and Records Service

Program 10 man-months to code land base for Oil Shale Title Clearance work.

1210 Land Classification and Mineral Examination

Your cost target and man-month ceiling includes 22 man-months and 2 additional positions from the Surface Protection increase. Plan 3 of the increase man-months during the first half of the fiscal year for training your Surface Protection team leader. If additional effort is anticipated, you may use base man-months to supplement the increase.

1240 Forest Management

Offer 5.3 MMBF.

Provide 16 man-months (8 permanent and 8 temporary) for scheduled inventory.

1250 Forest Development

Plan to accomplish a minimum of 100 acres of site improvement.

1260 Soil and Watershed Conservation

Plan to complete Watershed Priority Ranking on a minimum of 3,000,000 acres in FY 1972 in order to complete approximately 16,000,000 acres by FY 1977. Your current completion is approximately 8%.

1280 Recreation

Concentrate work on areas of National and Regional significance plus areas needing environmental protection and suffering from overuse. Evaluate recreation use impact of snowmobiling.

1290 District Program Services

Your temporary manpower ceiling includes 10 man-months for an environmental education project in the Casper District. Plan for 1 permanent man-month to coordinate this project.

WYOMING (CONT.)

<u>2120</u>	<u>Recreation Construction</u>	
	Big Atlantic	\$ 71,000

<u>3100</u>	<u>PLDR&T</u>	
	No. 144 Miner's Delight Grading 5	170,000
	S&D, Easements & Program Services	83,000

S&D Priorities
 175 Muddy Mountain (Seg. B)
 181 Scab Creek Trail
 044 Alkali Road
 012 Boulder Lake Bridge
 012 Boulder Lake Road
 115 33 Mile
 184 North Little Mtn. Road
 083 Fort Stambaugh
 198 Green Mountain
 003
 199 Rawlins Checkerboard
 200

Your cost target and man-month allocation include \$40,000 and 21 man-months for the Rawlins sign shop.

BOISE INTERAGENCY FIRE CENTER

1270

Protection

An increase of 5 permanent positions and 50 man-months are included in your man-month ceiling.

Review fire control activities, including normal fire year planning, fire statistical reporting, dispatching, warehouse-management and equipment management, for adoption to automatic data processing.

2110

Building Construction

Development of crew training area trailer pads and operating improvements. Landscaping and water system engineering supervision. PSC has been allocated funds to cover design and contract supervision. Cost target includes \$4,000 for FY 1971 deferred air conditioning system contract. \$91,000

2210

Building Maintenance

Your position ceiling is increased 1 position.

Safety

Program adequate man-months for safety management activities devoted to employee safety training, facility review, and fire control support.

CEC

Provide a status report and your planned action for FY 1972.

EASTERN STATES LAND OFFICE

1110 Title, Lease and Records Service

Assist Division of Records Systems and National Archives in study to develop microfilm retrieval system for patents. Plan four man-months and \$17,600 for study.

Plan for replacement of outdated microfilm reader equipment in public room.

Plan for replacement of 1000 D microfilm processor.

1120 Records Improvement

Respond to RIP missing document requests. Assume volume will not change materially. Program work so most requests are answered in two to three weeks.

1400 Cadastral Survey

In FY 1972 plan to assume more of the reimbursable work for other Bureaus and agencies in the States east of the Mississippi River.

1110 Title, Lease and Records Service

OCS Manual

Assist in preparation of OCS manual chapters.
Detailed instruction will supplement this guidance.

Post-Sale Decision-Making Procedures

Continue coordinated efforts with Washington Office to improve and refine post-sale decision making procedures and criteria. Evaluation of existing procedures and criteria should be carefully conducted after each sale and reported to the Washington Office.

Public Hearing Procedures and Operations

Careful review efforts should be conducted after each public hearing on the procedures and operations in use and an analysis of these efforts and any recommendations for increasing the efficiency of our public hearing operations should be forwarded to the Washington Office.

OCS Sale Statistics

Maintain OCS sale statistics on a current and quickly retrievable basis. Computerization of statistics should be considered. Progress in this area should be reported regularly to the Washington Office. The need for pertinent and readily available statistics to aid in the pre and post-sale decision making process should be a prime criterion in identifying and categorizing data.

Company and Tract Analysis

Establish computerized data retrieval system on a company by company basis which includes all pertinent information relating to past bidding patterns of companies and the history of the tracts they have leased. Establish a cross file on a tract by tract basis. Washington Office staff and DSC ADP staff are available to aid in computer applications aspects. Progress reports on this project should be submitted quarterly to the Branch of Marine Minerals through the Division of Minerals on the first of January, April, July, and October.

DENVER SERVICE CENTER

1210 Lands Staff

Give priority to completing the training assignments for the Phoenix L&M Resource Training program. You are responsible for development of the Adjudication Seminar. Plan to participate in the Adjudication Workshop concerning the development of this seminar.

Plan for Lands coordination meeting with Washington Office and Portland Service Center.

Plan to participate in one functional evaluation.

Complete unfinished manuals carried over the last fiscal year.

Revise all classification manuals affected by termination of the C&MU Act.

Manualize the material necessary for evaluation of flood plain hazards in accordance with Executive Order 11296 for Lands and Realty actions.

Plan on Washington Officer details as necessary to complete the above work.

An increase of 1 position and 10 man-months for an appraisal position to assist in setting up the Bureau's Improved Land Appraisal Program.

1210 Minerals Staff

Plan to assist and participate with the Lands staff in preparing and presenting the Adjudication Seminar. Plan assistance to the Phoenix L&M Resource Training Program in preparing new or updating present courses as well as presenting mineral courses.

Complete manual assignments as indicated on your approved assignment worksheets. Prepare additional assignment worksheets to complete and bring up to date the minerals manual.

Plan for monitoring the preparation of the MRI's as well as the minerals portion of the URA's.

DENVER SERVICE CENTER (CONT.)

1210 Minerals Staff (Cont.)

Plan to participate in four functional evaluations.

Provide assistance to field when requested and justified.

Plan on Washington Office details as necessary to complete the above work.

1220 Range Staff

Plan for 5 man-months to participate in SAS study on AMP's to involve refined procedures, a pre-test of an operation questionnaire, and cost benefit compilations.

Plan for 1 man-month detail to WO.

Plan for attendance of one staff member at the USU Shrub Symposium.

Provide 15 man-months for development and implementation of the range management ADP system, if ADP systems analyst time is available.

Develop a Bureau format for the publication of physiologic data on forage species. Coordinate with PSC and WO. Lay out data on several species as a pre-test of format for final approval and publication.

Plan one man-month to assist in functional evaluations.

Develop a model to analyze base funding needs in range management for each State by December 31.

Complete the range condition procedures assignment by December 31.

Plan for 1 man-month to assist DSC watershed staff to determine the feasibility of making recommendations on livestock trampling and the effects on water and sediment yield.

DENVER SERVICE CENTER (CONT.)

1220 Range Staff (Cont.)

Develop prospectus of priority research needs in your Service Area.

Complete evaluation of AMP evaluation procedures by November 30.

Complete technical field review of two AMP's per State.

Provide assistance to States as requested.

1240 Forestry Staff

Proceed with work specified by Instruction Memorandum No. 70-42. Particularly, provide technical standards and guidelines to implement the public domain Forest Management System, Technical assistance and training includes inventory techniques and procedures, timber appraisal and silvicultural and intensive management practices.

Top priority is multiple-use management program for public domain forest lands. Implement the timber inventory. Refine inventory techniques and procedures and photo interpretation; establish field plots under the 10-point system; process inventory data.

Develop allowable cut plans for inventoried states in conjunction with PSC development of an allowable cut system and computer program for forests under a many-aged system and management.

Study and analyze intensive timber management practices to arrive at alternative levels of timber production. For such purpose, prepare guidelines in reforestation, silvicultural practices, and utilization standards.

Begin economic studies for areas or States where inventory work is close to completion.

Update and develop new procedures as necessary for appraisal of public domain timber.

DENVER SERVICE CENTER (CONT.)

1240 Forestry Staff (Cont.)

Complete silvicultural manual on Larch and update existing silvicultural manuals necessary to insure that information is available to complete allowable cut plans.

1260 S&W Staff

For the States within your Service Area:

Determine content of State water rights filing requirements, prepare recommendations for Bureau policy statement, and propose procedures for implementation within each State. Determine content of existing Federal and State water quality standards applicable to Bureau-administered areas and areas of application, prepare recommendations for Bureau policy statement and information memoranda for each State. (2 $\frac{1}{2}$ man-months)

Assist PSC to revise Manual Section 7315. (1 man-month)

Develop recommendations to minimize adverse effects of livestock trampling on water and sediment yield. These are to be based on a review of research reports containing data on this relationship. Project assignment is to be completed in the first third period with the assistance of the range staff. (1 man-month)

Initiate a program to implement all manual sections issued after December 1968.

Plan for a two week Washington Office assignment in the second third.

Assist in one functional evaluation.

1280 Recreation Staff

Major efforts will be directed toward testing the Recreation Information System, training and manual preparation.

Complete manual test and evaluation of the Recreation Information System.

DENVER SERVICE CENTER (CONT.)

1280 Recreation Staff (Cont.)

Complete the Recreation Activity Planning Manual Section for issuance by first quarter FY 1972.

Complete Recreation Resource Inventory Manual Section as related to RIS.

Participate in "on-the-ground" evaluation of recreation problem including antiquities.

Contribute one man-month to PD forestry program.

Plan one man-month to assist WO in two functional evaluations.

1285 Wildlife Staff

Initial work schedules and proposals are acceptable. Plan accordingly.

Plan for two week detail to WO in first third.

Plan to conduct field reviews of wildlife inputs into Bureau planning system. Target at least one district per State.

1400 Cadastral

Your 1400 AWP will provide for the completion of work previously begun, only. No new work under Activity 1400 will be permitted without WO approval. Plan as funds and circumstances warrant under 1920, 7200, and 9800. Plan all MRB work (formerly 9320) in Activity 1400. Limit this work to FY 1971 level (approximately 144 man-months and \$160,000). Submit AWP's before undertaking work under 1920 and 7200. ESLO will begin assuming more of the reimbursable work for other Bureaus and agencies in the States east of the Mississippi River.

1600 Financial Management

Plan two man-months to support budget and finance functional evaluations.

DENVER SERVICE CENTER (CONT.)

1600 Financial Management (Cont.)

Plan six man-months to complete automation of FM System.

Plan one man-month to assist in development of Range Management System, if ADP analysis time is available.

Plan one man-month for review and revision of sub-object classes.

Plan one man-month to study feasibility of using tape or card rather than manual input for GS collections.

Plan one man-month for Post Season Fire Review and subsequent changes to Fire Business Management Handbook.

Plan two man-months to perform in depth analysis of increased costs during FY 1971.

1600 Division of Manpower & Organization

Obtain Washington Office approval in advance of scheduling studies or projects.

Monitor installation of Bureau Records System in all States in Service Center area. Complete schedule review of records management system in each State approximately 6-10 months after installation, including whether the role of the Records Manager, as provided for in the system, is being performed.

Conduct functional evaluations in at least two states and district offices. Specifically, review the adequacy of BIM Manual releases as related to the need for additional State Office and district office Manual releases. Review State Office and district office Manual releases to determine: (1) Need; (2) Effect on Bureau releases; and (3) General adherence to Bureau Manual System.

Develop procedure to identify need for Bureau-wide forms to replace existing forms being used at various field offices. Prepare and submit a proposed Manual release.

Complete previous work assignments for development of official system for maintaining township and range file.

DENVER SERVICE CENTER (CONT.)

1600 Division of Manpower & Organization (Cont.)

Monitor and assist the States in the operation of the Incentive Awards Program within the Service Center area.

Plan to participate with PSC and Division of Records Systems in feasibility study of possible improvement in administrative and resource system through use of microfilm.

Plan for participation in phase 2 (process for management of information) as recommended by the WO-SC Reports Management Study Team. You will be furnished, by May 1, a schedule showing your involvement and estimated man-months.

Plan four man-months to assist in personnel management evaluations.

Plan one man-month to study feasibility of automating applicant supply file to eliminate multiple ratings and job offers to summer seasonal applicants.

Plan one man-month to prepare supervisor's self-evaluation guide.

Plan for work coordination meeting with WO in July.

Complete development of supervisory training program.

Complete orientation package for new employees.

Update and maintain brochure "Opportunities in Resource Management."

1600 Division of Administrative Services

Develop lesson plans and visuals for three-day contract administration training session.

Develop ELM supplement to FFR (1510).

Update Bureau Manuals 1511, 1532 and 1520 Series.

Prepare Bureau Manual 1525 and 1531.

DENVER SERVICE CENTER (CONT.)

1600 Division of Administrative Services (Cont.)

Rewrite Bureau Manual 1510-3.7000 and 3.7001.

Plan one man-month for detail to WO.

Redescribe and reclassify radios, antennas and communication test equipment.

Plan one man-month to assist in functional evaluations.

Plan to negotiate contracts with SBA under Section 8(a) of Small Business Act.

Plan two man-months for review, revision and update of fire agreements with States.

Plan one man-month for participation in contract training sessions.

Plan two man-months for status inventory and revision of real property records.

Plan one man-month to review camera and related photo equipment inventory and recommend redistribution and disposal.

Plan two man-months to review cadastral survey equipment inventory and recommend redistribution and disposal.

1700 Planning Staff

Develop a training program for environmental data and analysis in the planning system. Work with economics and training staffs to develop training for DES guides.

Test new environmental data and analysis procedures.

Refine URA and MFP sections of Bureau Manual.

Develop a new schedule for the 4-corners SAS.

DENVER SERVICE CENTER (CONT.)

1700 Planning Staff (Cont.)

Plan to participate in the development and implementation of the Lands Activity Planning.

1700 Economics Staff

Continue efforts to refine and apply concepts of the Economics Profile and District Supplement.

1700 Division of Data Processing

Submit a schedule of the work to be performed by existing programmer and system analyst personnel. (Do not plan on any staff increases.) List name of system and number of direct man-months involved. Indicate whether work is maintenance, modification, or development.

Also list in priority order, in the same format, those projects which would be undertaken in additional personnel were available.

When preparing your schedule, consideration should be given to the following:

- Participation in Phase 2 of Reports Management Study.
- Preparation of a catalog of available Engineering computer applications.
- Development of range management system.
- Development of case management and control system.
- Improvement of road and trail inventory.
- Participation in Forest Inventory System Development.
- Determination of information retrieval needs for WC&D System.
- Improve OCS post sale decision making procedures.

DENVER SERVICE CENTER (CONT.)

1700 Division of Data Processing (Cont.)

A cost target of \$45,000 and 30 man-months have been provided in Subactivity 1120 for work on land records systems and for support of the field note microfilm project. (Anticipate 260,000 cards for field note project.) Plan to charge such work to 1120 rather than 1700.

1700 Engineering

Accomplish one safety management inspection per State within your Service area.

Allow 1 man-month for special projects and assignments to be designated by the Washington Office.

Program so as to assure adequate response for investigation of serious accidents and adequate assistance to State and District Offices.

2110 Engineering

To cover anticipated design needs in Alaska \$7,600
Pollution. Coordinate workload with PSC.

BIFC design requests. \$1,500

Fairbanks District Office Survey, funds have been held in WO to cover the Ice Fog Equipment Design and Fabrication and proposed University of Alaska monitoring agreement.

Develop a Critical Path for the design phase of the Fairbanks District Office Complex. Consolidation of each office's input in the C.P. will be programmed for the second ternary. The C.P. will include man-months needed for each step. DSC will be responsible for developing the C.P. for all buildings and interior systems; PSC for all utilities, ramps, roads, landscaping, grading, fences, signs, etc. Washington Office (#30) will coordinate.

DENVER SERVICE CENTER (CONT.)

Engineering

Program one man-month to participate in a two-week task force effort to develop specifications by which we can develop a managed maintenance program for ADP. It is anticipated the task force session will be held in October 1971. The task force members will be designated later.

In FY 1972, develop a critical path for development of a maintenance handbook. Include who will develop each section in the handbook, estimated man-months for developing each section, cost, typing, etc.

Allow sufficient man-months for at least three meetings of construction inspector reviewing committee.

Plan 5 man-months for initiating, or reviewing, revision of roads and trails, signs, water control structures, and building maintenance handbooks.

1700

Equal Employment Opportunity

You are provided with one additional position and 10 additional man-months for the EEO program. Establish two positions and 20 man-months directly under the Service Center Director to work full time to carry out the EEO Affirmative Action Program within your service area.

Special emphasis should be placed in the areas of recruitment, sources of qualified applicants, upward mobility with resultant training needs identified, supervisory training, counseling, and program implementation.

PORTLAND SERVICE CENTER

1120 Records Improvement Project

Continue constructing new records for Sacramento and phase in the work for Riverside.

Continue microfilm project for field notes of Cadastral Surveys, mineral surveys, etc. Plan work in accordance with established schedule.

Provide technical assistance and supervision for installation of serial register microfilm system. Program for completion of contract for those States not completed in FY 1971.

Two positions are restored to replace those transferred to California in FY 1971.

1210 Lands and Minerals Staff

Plan for a Lands Staff coordination meeting of both Service Centers and Washington Office.

Plan to participate in one Lands functional evaluation.

Give priority to completing the assignments of developing training material and being an instructor at the L&M Resource Training program in Phoenix.

Prepare the course material for the three 2-week placer sampling courses to be given to BLM mining engineers and geologists. Contact the WO (310) for advice prior to preparing the course outline.

Convert and revise the Rights-of-Way manuals (2800).

Develop with the coordination of other Bureau staffs, manuals and instructions necessary for handling excess real property.

Up-date the withdrawal and revocation manuals (2300).

Complete the Lands unauthorized use portions of the trespass manuals.

PORTLAND SERVICE CENTER (CONT.)

1210 Lands and Minerals Staff (Cont.)

Plan on WO details as necessary to complete the above work.

1220 Range Staff

Plan for 3 man-months to participate in SAS study on AMP's to involve refined procedures, a pre-test of an operation questionnaire, and cost benefit compilations.

Plan for $\frac{1}{2}$ man-month detail to WO.

Plan for attendance of one staff member at the USU Shrub Symposium.

Continue efforts on the Boise medusahead research project and the development of Alaska study procedures.

Plan one man-month to assist in functional evaluations.

Develop field procedures to evaluate the environmental impact of each AMP.

Develop prospectus of priority research needs in your Service Area.

Complete evaluation of AMP evaluation procedures by November 30.

Complete technical field review of two AMP's per State.

Provide assistance to States as requested.

1230 Forestry Staff

1240

A better environment through "Quality Forest Management" is the thrust for Service Center projects. Give special attention toward providing services, guidelines, technical and scientific assistance, which will upgrade all facets of BLM's forest management program. Top priority is assigned to implement and support an integrated multiple-use management program for the public domain forest lands.

PORTLAND SERVICE CENTER (CONT.)

1230
1240

Forestry Staff (Cont.)

Develop computerized model for many-aged forests in consultation with DSC. This model will be developed and tested for operation on the Bureau's B-5500 Computer in Denver.

Develop draft of the allowable cut planning system for publication under BLM's Technical Bulletin Series.

Provide technical assistance in the continuing review and analysis of the proposed allowable cut plan for Western Oregon. Install new techniques and procedures as they become operable as a result of further studies resulting in significant change in the allowable cut calculation and management plans.

Assist Alaska in inventory of Yukon River area and allowable cut estimates for Tanana River area. Assist in the evaluation of multi-state sampling technique and comparison with conventional system.

Pursue recommendations made and alternatives available, developed under the Continuous Canopy Management Study to increase silvicultural practices available for quality forest management. Prepare test areas for Continuous Canopy Management.

Complete Forest Hydrology technical supplement which describes in detail the hydrological influences of forest practices in making management decisions.

Continue study on Transaction Evidence Appraisal System for timber sales and test for operational suitability. Defer BLM manual on timber appraisals - Appraisal by Analytical Procedures - until transaction evidence study is completed.

Maintain logging Cost Schedule 16. Develop new studies as needed to reflect changes in technology, wage rate, and equipment costs. Consider cost effects of changes in silvicultural practices as a result of the Continuous Canopy Management study.

PORTLAND SERVICE CENTER (CONT.)

1230

Forestry Staff (Cont.)

1240

Guides to Land Management - Develop systems analysis techniques for joint evaluation of interdependent aspects of resource management. Formulate simulation models, interpret these models to management and assist in implementing techniques in the field.

1260

S&W Staff

Revise Manual Section 7315 with assistance from D-350 and P-340.

Complete Manual Section 7318.

For each State within your Service area:

Determine the content of State water rights filing requirements, prepare recommendations for Bureau policy statement, and proposed procedures for implementation within each State. Determine content of existing Federal and State water quality standards applicable to Bureau-administered areas and areas of application, prepare recommendations for Bureau policy statement and information memoranda for each State. (2½ man-months)

Plan for a two-week Washington Office assignment in the second third.

Initiate a program to implement all manual sections issued after December 1968.

Plan to assist in two functional evaluations.

1280

Recreation Staff

Major efforts of PSC will be directed toward assisting WO prepare and issue field guides.

Plan one man-month for WO details.

Develop Recreation Career Ladder in coordination with Personnel and submit recommendations to WO.

PORTLAND SERVICE CENTER (CONT.)

1280 Recreation Staff (Cont.)

Assist access staff in developing a Manual Release on Recreation Scenic Easements.

Develop Manual Release on Designation of Recreation Lands.

Assess and evaluate ski areas and snowmobile use in the States of Alaska, Colorado, Idaho, Montana and Wyoming. Prepare reports with recommendations for management of these two uses.

Assist on Recreation Information System development.

Compile data and preparation of report on the impact of vandalism on BLM developed sites. Submit to WO by January 1, 1972.

Plan for two man-months for "on-the-ground" evaluation of recreation problems.

Plan one man-month to assist WO in two functional evaluations.

1285 Wildlife Staff

Initial work schedules and proposals are acceptable. Plan accordingly.

Plan for two week detail to WO in second third.

Plan to conduct field reviews of wildlife inputs into Bureau planning system. Target at least one district per State.

1400 Cadastral Survey

Continue to evaluate, develop and update the Bureau Cadastral Survey Training Program to meet the goals and objectives of growing program demands. Man-month developmental input and classroom output should be specifically identified in the AWP. Discuss any alternatives which have been, or are being, considered as they affect cooperative relations with educational institutions.

PORTLAND SERVICE CENTER (CONT.)

1400 Cadastral Survey (Cont.)

Notify other States for inclusion in their AWP's of instructor inputs they will be required to furnish. Include such data in the AWP narrative.

The Branch of Cadastral Experimental Systems should describe specific plans for FY 1972. No survey projects are authorized without prior WO approval. Project proposals must be specific as to resource needs and recommendations for implementation. Reserve 50% of available manpower for WO initiated projects.

Continue to evaluate and test new equipment and provide written reports of findings.

You are provided an increase of 5 permanent positions and 50 man-months for the Cadastral training program.

1600 Division of Management Analysis

In cooperation with Division of Records Systems, make a feasibility study of possible improvement in administrative and resource systems through use of microfilm applications. Coordinate with DSC ADP to avoid duplication of effort.

Plan scheduled review of operation of records management system in each State approximately 6-10 months after installation, including whether the role of the Records Manager, as provided for in the system, is being performed.

Study and report on necessity for noting 44 L.D. 513 actions on land office and district office records.

Conduct functional evaluations in at least two states and district offices. Specifically, review the adequacy of BLM Manual releases as related to the need for additional State Office and district office Manual releases. Review State Office and district office Manual releases to determine: (1) Need; (2) Effect on Bureau releases; (3) General adherence to Bureau Manual system.

Monitor and assist the States in the operation of the Incentive Awards Program within the Service Center area.

PORTLAND SERVICE CENTER (CONT.)

1600 Division of Management Analysis (Cont.)

Continue paperwork management review of field offices on a rotational basis as appropriate.

Plan for participation in phase 2 (process for management of information) as recommended by the WO-SC Reports Management Study Team. You will be furnished, by May 1, a schedule showing your involvement and estimated man-months.

Complete pending equipment study for operation of various Bureau-wide microfilm systems.

Plan for work coordination meeting with WO in July.

1600 Division of Personnel

Plan 3 man-months to assist the WO on personnel management evaluations.

Update and maintain seasonal employment pamphlet.

Analyze grade stagnation problem of O&C foresters, and prepare proposed action plan to ameliorate the situation.

1600 Division of Administrative Services

Plan one man-month to assist in functional evaluations.

Plan two man-months for review, revision and update of fire agreements with States.

Redescribe and reclassify radios, antennas and communications test equipment.

Plan one man-month for participation in contract training sessions.

Plan two man-months for status inventory and revision of real property records.

Plan one man-month to review camera and related photo equipment inventory and recommend redistribution and disposal.

PORTLAND SERVICE CENTER (CONT.)

Engineering

Allow sufficient man-months for at least three meetings of construction inspector reviewing committee.

Plan 5 man-months for initiating or reviewing, revision of roads and trails, signs, water control structures, and building maintenance handbooks.

3100 Access and Rights-of-Way Staff

Develop procedures for further developing separable costs within the allocation authority of 43 CFR 2812.5-2(b) and procedures dated May 31, 1969.

Develop procedures for permitting road cost allocation in logging road use permits dated prior to May 14, 1963.

Develop guides for environmental analysis, statement and stipulations for rights-of-way.

Perfect and coordinate use of standard Scenic Easement document by BLM. Furnish technical assistance in its use and application.

Develop, with lands and minerals expertise, appraisal manuals for condemnation action and easement acquisition.

Prepare a draft rewrite of CFR 43, Parts 2811 and 2812 for tramroads and logging roads.

Manualize contents of Instruction Memorandum 69-278, BLM-Forest Service Road Right-of-Way Agreement.

PORTLAND SERVICE CENTER (CONT.)

3100 Access and Rights-of-Way Staff (Cont.)

Manualize procedure for disposal of unneeded easements.

Develop regulations and procedures for granting of easement across public lands. Prepare an easement form for granting of easements across public lands.

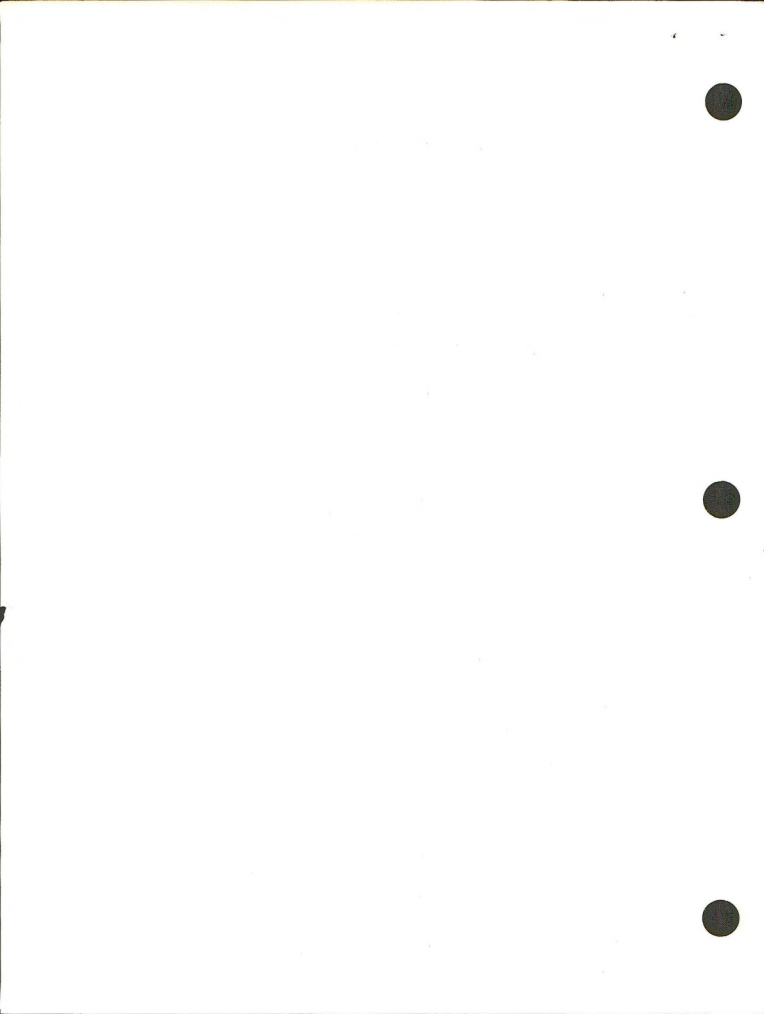
Prepare guidelines for use of 44 L.D. 513.

Complete revision of existing permits and agreement handbook for logging road and right-of-way permits.

1700 Equal Employment Opportunity

You are provided with one additional position and 10 additional man-months for the EEO program. Establish two positions and 20 man-months directly under the Service Center Director to work full time to carry out the EEO Affirmative Action Program within your Service area.

Special emphasis should be placed in the areas of recruitment, sources of qualified applicants, upward mobility with resultant training needs identified, supervisory training, counseling, and program implementation.



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